

# Filming & Photography Permit Application

## Applicant Details

Name \_\_\_\_\_ Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_ Postcode \_\_\_\_\_

Mobile \_\_\_\_\_ Email \_\_\_\_\_

## Nature of Activity (Please tick appropriate box)

	Not for Profit Group	Individuals, students & photographers	News item	Short films & documentaries	Commercial stills of cemetery	Commercial television	Feature film
Fee	No Charge	No Charge	No Charge	\$50 Flat fee	\$250 p/hour	\$250 p/hour	\$250 p/hour

## Production Details

Name of Production \_\_\_\_\_

Production summary/synopsis/script (Attach pages if required)

## Type of Production (tick as appropriate)

Feature                                      Short Film                                      Infotainment/Travel  
 Corporate Video                              Reality TV                                      TV Commercial  
 Children's Production                              Documentary                                      Student Film  
 TV Drama                                      Music Video

Other (please specify) \_\_\_\_\_

## Cemetery Location

Cheltenham Cemetery      Please Specify Specific Area eg. which Garden, Road, Path, Site  
 Enfield Memorial Park  
 Smithfield Memorial Park  
 West Terrace Cemetery

## Filming Date/Time

Start Date \_\_\_\_\_ Start Time \_\_\_\_\_

Finish Date \_\_\_\_\_ Finish Time \_\_\_\_\_

## No. People on site

Cast \_\_\_\_\_

Crew \_\_\_\_\_

Will camera cranes be used on site?      Yes      No

# Applicant's Declaration

I declare that this information is, to the best of my knowledge, accurate and correct.

Furthermore, I confirm that the Production Company, Group or individual\* named in the application has a Public Liability Insurance Policy in place for an amount not less than \$20 million.

I acknowledge that I have read the Adelaide Cemeteries Authority's Filming & Photography Policy and agree that the filming or photography to be undertaken as detailed in this application will comply with the Authority's policy.

When undertaking filming or photography in any of the Authority's cemeteries the Production Company, Group or individual\* named in the application agrees to comply with the following legislation and policies;

- Burial and Cremation Act 2013
- Work Health Safety Act 2012
- Work Health Safety Regulations 2012
- National Work health Safety Codes of Practice
- ACA Risk Management & Framework
- ACA Operating Policy
- ACA Work Health Safety Policy Manual
- National Privacy Guidelines

**\*List any Special Conditions for the Granting on Approval for the Filming or Photography**

I understand that any photography/filming may need to be paused or rescheduled due to operational requirements including funeral services and unexpected maintenance.

Name (Please Print) \_\_\_\_\_

Email Address \_\_\_\_\_

Mobile: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only** \_\_\_\_\_

\_\_\_\_\_ Insurance Cert no. \_\_\_\_\_

Authorised - Adelaide Cemeteries Insurance Company \_\_\_\_\_

Amount Insured \_\_\_\_\_