

Filming and Photography Application Form – Goulburn Mulwaree Council

This application is for filming and still photography on Council owned property, in open spaces and outdoor areas such as footpaths, roads and parks within the Goulburn Mulwaree Local Government Area.

Please ensure that you have read Goulburn Mulwaree Council's filming guidelines as these will ensure the terms and conditions of your filming approval.

If the information in this application is inaccurate, it may lead to the cancellation of an approval at any time.

The following document is an application and does not constitute a filming permit or location contract.

Part 1: Applicant Details

Title: please Given Name: Surname:

Position:

Production Company/Organisation Name:

ABN:

Production Company/Organisation Address:

Phone Number: Mobile Number:

Email Address:

Part 2: Production Contact Details

Producer:

Name: Mobile Number:

Email Address:

Production Manager:

Name: Mobile Number:

Email Address:

Part 3: Production Details

Name of Production:

Production summary/synopsis/script

Type of Production: (please tick appropriate box).

Feature ☐	TV Drama ☐	Documentary ☐	TV Commercial ☐
Corporate Video ☐	Short Film ☐	Music Video ☐	Student Film ☐
Reality TV ☐	Travel Show ☐	Stills/Photography ☐	

Other (please specify):

Part 4: Location Details

Please provide below details for each location.

Location 1:

Date:

Back-up/Wet weather date:

Date of bump-in/bump out (if required):

Bump in:

Bump out:

Time of use (include crew arrival and departure): From:

To:

Location Description of Activities:

Personnel Numbers:

Cast:

Crew:

Extras:

Parking Requirements:

No. of essential vehicles:

No. of utility vehicles:

No. private vehicles:

- Please attach a list of production vehicles by type, size and registration details.
- Please attach a parking plan (including catering and unit base), specifying street location, number of spaces required and any applicable parking restrictions.

Please tick if your shoot involves any of the following:

Temporary Traffic Control ☐

Street Dressing ☐

Reconstruction of crime/emergency ☐

Road Closure ☐

Cherry pickers/lighting towers ☐

Low Loaders ☐

Cast dressed as police/emergency services ☐

Camera Crane ☐

Camera Track ☐

Crowd control/security ☐

Car chase/driving sequence ☐

Stunts ☐

Generator ☐

Firearms/gunfire ☐

Temporary structures ☐

Scaffolding ☐

Children ☐

Animals ☐

Smoke effect ☐

Fire effects ☐

Playback ☐

SFX ☐

Drone ☐

Other ☐

Please note: Many of the above activities will also require approval to be sought from other statutory authorities eg. Police, RMS, EPA, RSPCA, NSW Office for Children's Guardian, NSW Fire Brigades, NSW Rural Fire Service, NSW Department of Lands, CASA.

If you have ticked any of the above, please provide details below:

Additional Locations:

If additional location/s will be used as part of the filming activities, please copy and paste the above details in Part 4 and provide the additional information below.

Part 5: Supporting Documentation Checklist

Public Liability Insurance Certificate of Currency ☐

Risk Assessment ☐

Traffic Management Plan (when required) ☐

Parking Plan (when required) ☐

Authorised Safety Report (when required) ☐

Community Notification Letter ☐

Environmental Management Plan (when required) ☐

Part 6: Lodging the Application

You can lodge the completed application form and supporting documents:

By email: Please submit saved application and supporting documents to
jade.elias-killeen@goulburn.nsw.gov.au

By mail: Goulburn Mulwaree Council, Attn: Jade Elias-Killeen; Locked Bag 22, Goulburn NSW
2580

In person: Goulburn Visitor Information Centre, 201 Sloane Street, Goulburn NSW 2580

Part 7: Payment of the Application

On submission of this application form, the applicant undertakes to pay the relevant application fee outlined by Council. Payment methods include credit card, cheque, cash (in person at the Civic Centre) or EFT.

Once your application has been received, the Filming Officer will contact you to acknowledge receipt and advise of the timeframe Council will need to process your application.

For further information regarding your application, please contact Jade Elias-Killeen on (02) 4823 4532.