

MEDIA/TOURISM/ART GENERAL FILMING PERMIT APPLICATION - 2023 - 2024
APPLICATIONS MUST BE RECEIVED AT LEAST 5 WORKING DAYS IN ADVANCE
OF THE DATE PERMISSION IS REQUIRED

WATERFORD CITY & COUNTY COUNCIL	
Applicants Name	
Address of Production Office	
Producer/Location Manager	
Contact number of Producer/Location Manager	
Dates of filming	
Start/ End Time	
Location(s) required	
Equipment/Props at location	
Number of Cast/ Crew	
Please ensure that you include proof of the following in your application;	
Public Liability Insurance details (€6.5M)	

Note:

- This is a **SHORT TERM PERMIT** for filming/videoing/photographing/research for media and tourism, local/regional art film and film scouting related purposes. It is not for **Commercial/Advertising/Industrial Large Scale or General Release Motion picture** purposes.
- It does not cover road closures or permissions for shooting within public or private buildings.
- Note: All Drone videography has to have a license from the Irish Aviation Authority.
- If any details, relating to this permit application, are altered after the form has been submitted, please advise your contact at Waterford City & County Council immediately:

Orna Holohon ++ 353 (0) 873542705

Karen Cheevers: ++ 353 (0)879898376

I have read the general conditions overleaf and agree to abide by same:

Signed: _____

NAME (Block Capitals): _____ Date: _____

Please forward the completed Application Form to filmlocation@waterfordcouncil.ie

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FOR ROAD CLOSURES CONTACT LOCAL GARDA OR WATERFORD DIVISIONAL HQ ++353 51 305311

Terms and Conditions of Filming in Waterford City and County

(Some of these may not pertain to the Media/Tourism/Art category. Additional Terms and Conditions may be added to your production once full details of the filming request is received).

- Filmmakers must ensure that Waterford City & County Council is kept fully informed of the intentions of the production company.
- It is recognised that audio-visual production companies must act in a responsible and professional manner. However, all producers need to take their surroundings into consideration and must not:
 - Obstruct others from carrying out their business.
 - Cause a disturbance or safety hazard or impede the mobility of pedestrians, goods or services without adequate prior consultation.
 - Waterford City & County Council has a duty of care towards residents and businesses and will exercise control if a particular production is causing an unreasonable nuisance.
 - The selection of film locations that may have the potential to affect normal traffic flow should only be done in consultation with An Garda Síochána and Waterford City & County Council's Roads and Traffic Department.
 - Notify relevant Garda station/s.
- An Garda Síochána and Waterford City & County Council have the right to terminate any permits granted, should prior agreements not be adhered to.
- Any filming undertaken is the responsibility of the applicant. Adequate notice must be given to An Garda Síochána and Waterford City & County Council when making any arrangements.
- The requirements Waterford City & County Council Building Control Section, must be complied with in full and the certificate the event structural engineer, in relation to the erection of temporary structures must be submitted to fbrophy@waterfordcouncil.ie prior to commencement of the shoot.
- Productions should nominate a member of crew to liaise with the relevant agencies and services. That person should be an experienced Location Manager or Unit Production Manager, where possible.
- Waterford City & County Council must be credited in the production titles for their assistance in the making of the programme/film/series and the Waterford City & County Council logo included where possible. Please contact conornolan@waterfordcouncil.ie or kcheevers@waterfordcouncil.ie for the Council Logo in various formats.
- Any additional requirements of the statutory agencies must be resolved directly with them (the agencies) prior to the commencement of filming.
- Filming to take place at the stated locations, dates and times only.
- There must be no obstruction of access or egress to retail or other premises
- Noise levels should not be considered a nuisance and consideration must be given any noise sensitive premises in the area.
- No litter to be created as a result of the filming
- If required all road closures must be applied for and agreed in advance of commencement of filming (Gardai).
- Parking permits and suspension of parking if required must be applied for and permits granted prior to commencement of filming.
- Positioning of vehicle applications if required, must be made and granted prior to commencement of filming.
- There must be no interference with vehicular or pedestrian traffic unless specifically applied for.
- Only essential services and prop vehicles to be parked at location. Cast, crew and talent parking should be arranged off site.
- All consultation with businesses/residents and other premises to be complete prior to commencement of filming. (see Appendix 4)
- The applicant must satisfy themselves that the person responsible for drawing up and implementing the Health and Safety Statement and Risk Assessment Plan for their filming is competent to do so. Sole responsibility lies with the applicant to ensure that all elements of plans

are carried out as stated in the documentation submitted to Waterford City and County Council for the duration of the event.

- Waterford City & County Council bears no responsibility for the management of safety for the duration of the filming
- The applicant must comply with all Health and Safety Legislation, the Safety, Health and Welfare at work Act 2005, Health and Welfare at work Act (Construction) 2013, Health and Welfare at work Act (General) 2007, Fire Services Act 1981 and 2003. All regulations made there under, and all other relevant legislation, regulations and approved Codes of Practice, to ensure the safe running of this event.
- Noise should be kept to a minimum and generators should be baffled or integrated with the location vehicle.
- Crew members should aim to dress professionally at all times, in all weathers. Dress codes imposed at particular locations for religious or other reasons must be adhered to.
- Crew and cast should refrain from using lewd or offensive language.
- Crew members should keep access to surrounding homes and businesses clear at all times
- Adequate provision, where practicable, should be made for spectators and participants with disabilities.

Insurance

- All productions should provide Waterford City & County Council evidence of insurance we will require;
- Submission of Public Liability Insurance indemnifying Waterford City & County Council up to €6.5 million will be required. Proof of Employers Liability of €13 million may be requested for some productions.
- The applicant is responsible for all and any claims that may arise directly from their application to film.
- The production company will be expected to indemnify any third party property owners, whose property is intended for use as a film location, against any claims or proceedings arising directly from any injury to persons or damage to property as a result of the activities of the production company or its agents.

