

# Application to conduct commercial filming and photography in a public space



City of HOBART

## When to use this form

Use this form if you want to apply to carry out a photography or filming activity in the Hobart municipal area. Please note that any approval excludes use of the TasPorts waterfront land (i.e. Sullivan's cove, Constitution Dock, Princes Wharf, Hunter Street) and kunanyi/Mt Wellington.

If you would like to carry out any photography or filming along the waterfront or kunanyi/Mt Wellington you will need to seek approval from the respective authorities, TasPorts or Wellington Park Management Trust. TasPorts can be contacted on 1300 366 742 and Wellington Park Management Trust can be contacted on 0412 141 955.

For your application to be considered please include a copy of your public liability insurance (in the name of the individual or company making this application) with your application. Other supporting documents may be required after your application has been assessed, these may include a Traffic Management Plan and/or a Safe Work Method Statement. We will let you know if these are required.

For further information please visit the [City's website https://www.hobartcity.com.au/City-services/Filming-permits](https://www.hobartcity.com.au/City-services/Filming-permits) or contact the Communications team on 6238 2548.

Issued under Part 2 Division 1 Clause 6 of the Public Spaces by-law 2018.

## Applicant details

Applications can only be made by an individual or a company.

Are you applying as an individual or a company? (Select 1 option) Required

- individual (complete first and last name details below)
- company (complete company name details below)

First name

Last name

Company name

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## Contact details

First name (if different to applicant)

Last name (if different to applicant)

Email address Required

Telephone number Required

Street address Required

Postal address (if different to above)

Postcode Required

Preferred contact method (Select 1 option) Required

- email
- telephone
- Australia Post

## Application details

What are you applying for? (Select 1 option) Required

- Low impact filming permit\*
- Half day filming permit (less than 4 hours)
- Full day filming permit

\*Please note you must meet all of the criteria to apply for a low impact filming permit. For more information on this visit the [City's website](https://www.hobartcity.com.au/City-services/Filming-permits) <https://www.hobartcity.com.au/City-services/Filming-permits>.

Start date Required

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End date Required

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Time(s) required Required

## Description of filming/photography

What is the name of the production? Required

What is the purpose of filming/photography? Required

What type of filming or photography will you be conducting (e.g. international documentary, short film, school project, commercial etc.) Required

What is the size of the film crew? Required

How many camera(s) will be in use (handheld, tripod etc.) Required

Do you require any temporary structures? (Select 1 option) Required

- yes  
 no

If yes, please provide details

## Location

Street number (or other location e.g. Princes Park) Required

Street name Required

Suburb Required

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## Supporting documentation

As part of your application please make sure you have attached your supporting documentation as required below.

### Copy of Public liability insurance



Please attach all files to the end of this form before submitting it.

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## Terms and conditions

**The terms below form part of the terms and conditions to film/photograph in the City of Hobart municipal area. Please make sure that you read, understand and abide by these at all times:**

- The wishes of members of the public are respected. The issuing of a permit does not give exclusive use of the filming area, therefore you must not restrict members of the public from accessing the facilities in any way.
- The Council is indemnified against any injury or damage to person or property as a direct result of your activities.
- There is no risk or unnecessary disturbance to passers-by or businesses, and any impact on traffic flow or pedestrian flow is minimised.
- If required, a traffic management plan be sought and approved before the scheduled filming. A traffic management plan is required if there are any road closures, or disruption to normal traffic flow.
- Film locations are left clean and tidy and all rubbish is removed.
- The applicant is required to notify nearby residents and businesses of filming operations and make every effort to minimise disruption of regular activities.
- Filming and associated activities do not damage the Council's infrastructure.
- Any instruction given by an authorised Council officer must be followed.
- A permit to film does not include any parking concessions. Therefore, if filming is to take place in areas that have controlled parking restrictions (e.g. meters, voucher machines, time limits etc.) these restrictions are to be adhered to at all times unless separate approval has been granted.
- If filming at a private property, permission must be sought from the owners.
- The applicant shall have and maintain for the period of the permit, a policy of insurance against risk to the public, and such a policy to be of a minimum amount of \$20 million in respect of any one claim. The amount insured may vary depending on the size, nature and risk associated with the filming project. A Certificate of Currency outlining the nature and level of insurance cover must accompany the application. The applicant must immediately notify the relevant insurers and Council in writing of any occurrence or accident likely to give rise to a claim under the insurance policy and give all information and assistance as may be reasonably practicable in all the circumstances.
- The applicant is responsible for any damage to property in the area of the issued film permit, or damage as a result of the event, and undertakes to promptly compensate the Council upon request.
- This permit applies only to the public area within the Hobart City Council municipal area during the stated period, excluding any waterfront land that is owned and managed by other authorities, including TasPorts.

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## Indemnity and declaration

### Indemnity statement

- a. If a permit is issued by the Council as requested by this application then the applicant is responsible for and indemnifies and will keep Council and each of Council's officers, employees, agents and contractors (Indemnified Persons) indemnified in respect of any claim, demand, action, damage, loss, liability, cost, charge, expense, outgoing or payment which Council or any of the Indemnified Persons pay, suffer, incur or are liable for as a consequence of or arising directly or indirectly from any or all of the following:
- (i) any breach or failure to comply with the conditions of the permit by the applicant and/or the applicant's employees, agents, contractors or invitees;
  - (ii) any unlawful, wilful or negligent act or omission of the applicant and/or the applicant's employees, contractors, agents or invitees;
  - (iii) any event, circumstance, matter or thing being at any time found to be other than as warranted or represented by the applicant, whether in the application, the permit or otherwise.
- b. By making this application, the applicant is offering to be bound by this indemnity and this may be relied upon by the Council as a binding agreement if a permit is granted.
- c. This agreement to indemnify does not merge on the expiry or cancellation of the permit, and the applicant will remain bound by the indemnity after the permit has expired or has been cancelled.

## Declaration

**I have attached the following document as part of my application: (Select 1 or more options)** Required

Copy of public liability insurance.

**In making this application: (Select 1 or more options)** Required

I declare that the information and attachments I have provided are true and correct and I agree to comply with all clauses of the indemnity statement outlined above. Required

I am duly authorised to sign on behalf of the organisation or business named as the applicant (if applicable).

I have read and agree to abide by the Terms and Conditions listed above and any other conditions that may be associated with my permit. Required

I agree that by typing my name below I have signed this application. Required

**Name of signatory** Required

**Date** Required

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For information on how Council manages, handles and protects personal information it collects please refer to the [Privacy Statement and Policy](https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement) <https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement>.

*End of form*

*Don't forget to attach all files before submitting this form*