

Production information

Production title*		
Type of production* ☐ Commercial ☐ Feature film ☐ TV pilot ☐ Student project ☐ Documentary ☐ TV series/episodic ☐ Music video ☐ Still photography/Photo shoot ☐ TV movie / movie of the week ☐ Short ☐ Other		
Season (if applicable)	Episode (if applicable)	

Parent production company

Parent Company name*		
Parent Company Address*		
Parent Company City*	Province / State*	Postal code / Zip*
Parent Company Email*		Parent Company Phone*

Local BC production company

Company name*	
Address*	
City, province*	Postal code*
Address to send balance remittance to (if different from above)	
Email	Phone
Do you have a business license for this municipality? * ☐ No ☐ N/A ☐ Yes Business license #	

Production contacts

Location Manager*	Mobile*	Email*
Assistant Location Manager*	Mobile*	Email*
On site contact*	Mobile*	Email*
Production Manager*	Mobile*	Email*



Producer(s) names

Production Accountant*

Mobile*

Email*

Filming details

Location address

Location – link to Google map location

Estimated # days in municipality

Prep start date

Prep end date

Filming start date

Filming end date

Wrap start date

Wrap end date

Please list the start and end times for each prep day, filming day and wrap day

Description of filming, including detailed descriptions of activity checked below (i.e. interior dialogue, exterior full load single shot gunfire, etc.)*



Filming activities

- | | | | |
|--|--|-------------------------------------|--|
| ☐ Action stunt | ☐ Drone | ☐ Fire | ☐ Vehicle drive by |
| ☐ Animals | ☐ Explosion (including simulated) | ☐ Gunfire | ☐ Vehicle drive up/away |
| ☐ Atmospheric smoke | ☐ Exposed weapons | ☐ Helicopter | ☐ Vehicle stunt |
| ☐ City cemetery | ☐ Extended curfew hours | ☐ Rain | ☐ Vehicle tow shot |
| | ☐ Exterior set construction | ☐ Snow | ☐ Wetdowns |

Street & parking requested

- | | |
|--|---|
| ☐ On-street parking | ☐ Street closures |
| ☐ Street occupancy | ☐ Intermittent traffic control (ITC) |

Attach Street use and parking request forms with site plan showing location of circus, parking, filming location, and other relevant details.

Number of cast* _____

Number of crew* _____

Number of background/extras* _____

Municipal facilities & resources requested

- | | |
|---|--|
| ☐ Municipal land | ☐ Street furniture removal |
| ☐ Municipal parking lot | ☐ Street sign removal/cover |
| ☐ Municipal hall | ☐ Banner removal |
| ☐ Other municipal building | ☐ Electrical request (streetlights) |
| ☐ Hydrant use | ☐ Tree trimming |
| ☐ Equipment | ☐ Bus stop relocation |
| ☐ Fire department | ☐ Bike share/car co-op removal |
| ☐ RCMP / police | |
| ☐ Other: _____ | |

Lighting include equipment positions, area to be illuminated, type of light, ancillary equipment (stands, cranes, reflectors, etc.)

Cameras include any dolly track, tripods, camera positions in the public right of way, etc.

Number of work trucks*

Length of work trucks*

Length of circus*

Location of circus parking

Circus arrival date & time*

Circus departure date & time*

Electrical details

Do you have a valid Technical Safety BC [Electrical Temporary Entertainment Operating Permit \(Form 1010\)](#)? *

☐ Yes # _____

☐ No [Learn more about obtaining a TSBC operating permit](#)

On-site FSR contact (for inspection)

Name* _____

Phone* _____

Email* _____

FSR Class* _____ Number* _____

On-set Assistant Location Manager

Name* _____

Phone* _____

Email* _____

Mobile generator grounding for filming

This applies to the grounding of mobile generators powering film location sets, and remote filming locations, and events as per section 66 of the Canadian Electrical Code.

1. The mobile generator shall be grounded in accordance with Section 10, Canadian Electrical Code 2015, rule 10-700 and use #6 copper conductor to connect the ground plate, ground rod to the frame of the mobile generator.
2. Grounding electrodes shall be permitted to be connected using single-conductor plug-in style locking-type connectors.
3. Mobile generators shall not be grounded to: hydrants, signs, utility guy wires, metal fence posts, pole-mounted light fixture bases, railway tracks, or by immersing ground electrodes in water.
4. Any alternate grounding methods are by special permission only.

Please note the following:

- ☐ Before filming, communicate with the permitting authority to schedule an on-site inspection.

Filming Fees

CATEGORY	DESCRIPTION	FEE
Film Permit Application Fee – Primary Location	Application made 10 or more days prior to filming	\$310 + GST
Film Permit Application Fee – Primary Location	Application made less than 10 days prior to filming	\$515 + GST
Film Permit Application Fee Auxiliary Locations	Per location	\$103 + GST
Student Film Application	One time only	\$50 + GST
Electrical Use	Daily Rate	\$93 per day
Parking Street Usage Fee	Per block per day	\$260 per day
Garbage Fee	Garbage pickup by DOS Staff	\$210 per hour
Municipal Staff and Services	District staff will record staff hours while on site. This will be billed at the end of filming. Fee's to be deducted from the Damage/Security Deposit.	Actual cost + 10% admin fee
Municipal Parks	Including Hackett Park Stage and Amphitheater	\$900.00 per day
Municipal Facilities - Rockwood, Seaside,	Daily rental fee, in-line with Seaside Centre of \$600	\$620 per day

Mission House, and Trail Bay Pier		
Municipal Property – District Hall, Operations Centre, and Works Yard (Dusty Road)	After hours filming if possible (security)	\$310 - \$2060 per day
Additional Parking	Public works yard and upper carpark at Rockwood	\$103 per day
Repairs to District property	Actual cost of repairs	\$1000 - \$10,000
Road Closures District of Sechelt		\$10300
RCMP attendance	Per member, per hour	\$160
Fire department attendance	Four hour minimum, includes four staff, plus one truck	\$800

1. A Film Permit Damage/Security Deposit will be required to cover any charges for Operations, use of Municipal Parks, Facilities, lands, and Staff involvement at the time of Film Permit Approval. The Film Damage/Security Deposit will range from \$1,000.00 to \$10,000.00 depending on the locations, timeframe, use for Municipal Parks and Facilities, parking, street use, stunts and pyrotechnics. If the Production Company causes damages to District Property, uses additional District services, or does not meet permit conditions, deposits may be partly or fully withheld to recoup costs.
2. Staff will estimate the Film Permit Damage/Security Deposit amount based upon the Production Company's requirements. All fees will be deducted from this damage/security deposit except for the Film Permit Application fees and the Business License Application fee which must be paid separately and in advance of the permit being issued.