



# Niagara Parks Commission Film and Photograph Application Form

## General Information

Date: _____	Applicant/Agent: _____
Company: _____	Address: _____
Address: _____	City: _____
City: _____	Province: _____
Province: _____	Postal Code: _____
Postal Code: _____	Phone: _____
Phone: _____	Cell: _____
Fax: _____	Photographer: _____
Producer: _____	Director: _____
Insurance Co.: _____	

Name of Project: \_\_\_\_\_  
 Client: \_\_\_\_\_

## Type of Project

<input type="checkbox"/> Stills, editorial	<input type="checkbox"/> Stills, advertising	<input type="checkbox"/> Stills, other	<input type="checkbox"/> Stock video/photo
<input type="checkbox"/> Feature Film	<input type="checkbox"/> TV Movie	<input type="checkbox"/> TV Series/Pilot	<input type="checkbox"/> Documentary
<input type="checkbox"/> Travelogue	<input type="checkbox"/> Commercial	<input type="checkbox"/> Music Video	<input type="checkbox"/> Infomercial
<input type="checkbox"/> Public Service Announcement		<input type="checkbox"/> Industrial	<input type="checkbox"/> Other, explain

Sound:  No  Yes, explain: \_\_\_\_\_

Summary of scenes (s) and imagery: (Provide script/ storyboards)  
 \_\_\_\_\_  
 \_\_\_\_\_

## Site information

Total number of days on site: \_\_\_\_\_ Shooting: \_\_\_\_\_ Prep: \_\_\_\_\_ Strike down: \_\_\_\_\_  
 Night work: No Yes

## Shooting Schedule By Location:

Date	Location	Start Time	End Time

Set dressing or other structures proposed  No  Yes, explain

Electrical needs, explain \_\_\_\_\_ Generator:  No  Yes, size \_\_\_\_\_  
Lighting:  None  Reflectors only  Yes (explain)

Road Closures  No Road: \_\_\_\_\_ Date/Time: \_\_\_\_\_  
 Running shots  Driving Shots  Drive-bys  Tow shots  Drive-ups & Away  Wet down road  Camera/  
Equipment on Road Shoulder  Camera/ Equipment on median  Other (explain)

**To request set construction, off-road activity, trail use, or interior use of building, attach detailed information including proposed site plan.**

### Operational Information

Number of Personnel and Vehicles:

Total Cast & Crew \_\_\_\_\_ Personal Cars \_\_\_\_\_ Large Trucks \_\_\_\_\_ Other Trucks \_\_\_\_\_ Vans \_\_\_\_\_  
Camera Car \_\_\_\_\_ Picture Cars \_\_\_\_\_ Motor homes \_\_\_\_\_ Dressing Rooms \_\_\_\_\_ Other Vehicles  
(explain)

Base Camp location:

Catering Requirements (NPC provides all catering on property unless otherwise approved)

### Special Activities (Please fill out Appendix "A" attached):

Children:  None  Yes # of Children \_\_\_\_\_ Age Range \_\_\_\_\_

Animals:  None  Yes (explain)

Trainer Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Aircraft:  No  Yes (explain)

Special Effects: (identify)

Effects Technician Name: \_\_\_\_\_ Phone # \_\_\_\_\_

License # (if applicable) \_\_\_\_\_ Permit # \_\_\_\_\_

Stunts: (explain)

Coordinator \_\_\_\_\_ Phone # \_\_\_\_\_

Any other unusual or hazardous activities, explain

**Attach pages to provide additional information for permit consideration.**

Person on-site responsible for company's adherence to all terms & conditions of Film Permit:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone # \_\_\_\_\_

Person on-site responsible for coordinating activities with the Niagara Parks Police

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone # \_\_\_\_\_

Person at the company office to contact for follow up information and billing:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone # \_\_\_\_\_

I hereby state that the above information given is complete and correct, and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant/ production company and the project described above.

Signature \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name



## The Niagara Parks Commission Health and Safety Film Policy Checklist

### Appendix “A”

All hazards must be recognized, eliminated, or controlled, before any filming or photography will be permitted. Any filming using hazardous material(s), including any dangerous situations or using significant equipment (i.e. jib arms) must have signed permission in the form Schedule “B” attached to the permit before commencing the project.

A copy of the Occupational Health and Safety Act and the current Safety Guidelines for the Film and Television Industry in Ontario and any MSDS’s shall be available at each work site.

#### Certificate Identification

WSIB clearance certificate:      Yes                      No

Is there an employee(s) on-site trained (documentation/certification) in the symptoms, treatment, and prevention of the following health concerns?

	Yes	No	N/A
West Nile Virus			
Heat Stress			
Cold Stress			

Is there an employee(s) on-site trained (documentation/certification) in the following?

	Yes	No	N/A
Propane			
WHMIS			
CPR			
First Aid			
Electrical Safety			

Is any of the following items part of the production?

	Yes	No	N/A
Jib Arm			
Dolly Track			
Generators			
Road Closures			
Tents (not including pop ups)			

**Are the following requirements met?**

Yes                      No                      N/A

- Emergency Evacuation Procedures in Place?
- Adequate number of Fire Extinguishers?
- Appropriate Personal Protective Equipment?
- Appropriate Barricades/Pylons/Signage?
- Do scaffolds have adequate rails, toe plates?
- Adequate First Aid Kit?

**Air Space**

Any filming using aircraft entering the airspace over The Niagara Parks Commission for photography or filming requires authorization from Transport Canada, must notify the Niagara Parks Police in advance, and shall abide by all FAA Rules and Regulations.

There shall be on the call sheet a health and safety section that includes, but is not limited to:

- Identification of crew Health and Safety Representative(s)
- Emergency personnel on set (i.e., nurse, paramedic)
- Location of fire, first aid, and safety equipment

It is strongly advised that a meeting with all on-set personnel on every day of shooting at call time be held to define health and safety issues.

Everyone involved with filming and photography shall ensure safe-working conditions on set at all times.

**Applications can be sent to:**

The Niagara Parks Commission  
P.O. Box 150  
Niagara Falls, ON L2E 6T2

or

Fax to  
Sarah Wood  
(905) 356-8448

For more information, please read the Film and Photography Policy and Procedures Document. Information provided in application will be used to determine whether a permit will be issued. Approved permits will not be issued until a copy of insurance and the permit fee of \$265.00 (price includes GST) has been received. Permit fees in the form of a cashiers check or money order should be made payable to The Niagara Parks Commission. Permit fees are non-refundable.

**Note:** This is an application only, and does not serve as permission to conduct a filming project or any other use of the park. If your request is approved, a permit containing applicable conditions and regulations will be sent to the person designated on the application. The permit must be signed and returned to the park prior to the event.