



PO Box 614 Kununurra 6743  
20 Coolibah Drive  
KUNUNURRA

Koolama Street WYNDHAM

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E | mail@swek.wa.gov.au

W | www.swek.wa.gov.au

8.00am - 4.00pm MON - FRI

# Filming and Photography Application

## 1. APPLICANT DETAILS

Full name & Title				
Company Name				
Postal address				
Business phone		Fax	Mobile	
Email				
Company ABN				

## 2. PRODUCTION DETAILS

Have you spoken to anyone at the Shire of Wyndham East Kimberley regarding this application {who/when}?	
Is the filming part of an Event? If so please provide details	
If yes to the above - Has an Event Notification form been submitted?	
Proposed Filming dates and times (include bump in & bump out)	
Tentative 'back up'/wet weather dates	
Brief description of filming activity – indicate if SPFX, firearms, vehicles, stunts etc. are involved	
Proposed Filming location/s – be as specific as possible. Attach a map/image	
Have you identified a base location? Attach a site plan/map/image	
Number of crew & cast on site	
Number of crew vehicles	
Number of equipment trucks including Caterers	
Have you considered your parking requirements for the filming area? Please give details of your proposal	



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Will a Generator be used? If YES, has it been silenced to EPA standards?	
Is specialist equipment (cherry pickers, towers, cranes) proposed?	
Is a road closure or any other type of traffic management proposed? If YES, please give a brief description.	
Will you require beach access? If YES, you will be required to provide details of vehicles as soon as confirmed.	
Has your production received any Government or national Broadcaster support – if yes please describe.	

### 3. ATTACHMENT CHECKLIST

Public liability Insurance Certificate	<input type="checkbox"/> Yes <input type="checkbox"/> No
Site Plan Noting:	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Base location	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Filming location	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Parking bays required site	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Proposed Road closure	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Signage	<input type="checkbox"/> Yes <input type="checkbox"/> No
Traffic Management plan (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No



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## CONDITIONS OF FILMING:

The following are standard conditions of which all or any may be included in the issue of a Filming Permit:

1. Any permits or approvals required by any Government Department or Agency are to be obtained.
2. The Shire is to be indemnified and kept indemnified in respect of any actions, suits, proceedings, costs, claims and demands brought or made by any person or persons, corporation or corporations, authority or authorities in respect of any accident, injury or damage in consequence of or arising out of the filming operation.
3. Insurance to cover any claims which may arise from injury to persons or damage to property arising from or attributable to the filming operation is to be taken out. The policy is to be kept current during the continuance of the filming operation and shall be endorsed to note that Shire of Wyndham East Kimberley is jointly insured.
4. Public Liability insurance cover required is \$20,000,000. Public liability insurance less than \$20,000,000 would involve an assessment of risk prior to permit approval. A certificate of currency shall be supplied to the CEO or an authorised officer.
5. The environment, its flora and fauna, including all marine life, are not to be adversely impacted upon.
6. All areas used are to be left in a clean and tidy condition.
7. The amenity of the public is not to be disturbed or adversely impacted upon whether by noise or any other manner.
8. All negotiations regarding the use of images of persons are the responsibility of the permit holder.
9. Filming/Photography on roads is to be carried out so as not to compromise road safety or unduly disrupt traffic and in accordance with a Traffic Management Plan approved by the Shire. In all instances the approval of the Western Australian Police Department is to be obtained.
10. The Shire is to be kept fully and immediately informed in writing of any alterations to the filming schedule.
11. Should there be non-observance with any of the conditions of the approval or damage caused which necessitates remedial or reinstatement works to be performed by the Shire the costs of the works undertaken are to be met by the permit holder.
12. The provisions of all Council's Local Laws are to be observed at all times.
13. The permit or conditions of the permit may be altered, amended or revoked by the Shire at any time and for any reason.
14. Where possible, Shire assistance in the production should be acknowledged in the end credits, or as mutually agreed. The acknowledgment will generally read "Filmed in the Shire of Wyndham East Kimberley region" or "Thanks to the Shire of Wyndham East Kimberley".



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15. The production company/producer will not portray the Shire of Wyndham East Kimberley as endorsing or supporting any product, service or any views, opinions, attitudes or ideas suggested, conveyed, advertised, canvassed, depicted or otherwise expressed, without prior written consent from the Shire.
16. The Shire of Wyndham East Kimberley may request permission from the production company/producer to photograph the crew during filming. All images will be used solely for promotional purposes to attract filming to the Shire of Wyndham East Kimberley. Further consultation on this matter will be on a case-by-case basis

**INDEMNITY:**

You, the applicant, indemnify Council from and against all actions, claims, costs, loses, expenses and damages (including the costs of defending or settling any action or claim) in respect of:

- Loss of, loss of use of, or damage to property of Council; or
- Personal injury (including death) or illness to any person or loss of, loss of use of, or
- damage to any property; resulting from or by reason of anything done or omitted to be done by you arising out of your activities undertaken at or near Council's facility.

**SIGNATURE:**

Your declaration

*(The Shire will not process this application without the signed acknowledgement of filming conditions.)*

I, ..... (the applicant) have read, understood and accept the conditions. I accept that all these conditions must be complied with on the day(s) of the activity.

Signature .....Date .....

**OFFICE USE ONLY**

Application No		Approved	
Registration Officer		Signature	