

# Filming in the City Of Burnside

## Media Permit Application

The City of Burnside is pleased to welcome and actively encourages film companies, Commercial photographers, educational institutions, film studios, television stations and the general public to utilise Burnside's city streets and recreational areas for media production.

The downloadable material on this page forms the Media Permit Application.

### You will need a permit if you are:

- a commercial business or media production company
- a not-for-profit organisation
- a student

### You will need a permit if you want to:

- Use the city streets, footpaths, parks and precincts
- Close or have exclusive use of public areas such as park, roadways and footpaths
- Use freestanding equipment such as lighting, generators, dolly tracks and tripods that could be a danger to the public or restrict public use of the area.
- Have cables on the ground in a public area

**Council must receive the completed application at least one week prior to the filming date.**

The Applicant must read and understand the following conditions:

1. Complete and sign the application form and return to Council for consideration.
2. The Applicant agrees to indemnify and to keep indemnified the Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the Permit.

**3.** The Applicant shall take out and keep current a Public Liability Insurance Policy in the name of the Permit Holder insuring the Permit Holder for a minimum of \$20,000,000 (twenty million dollars) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the Permit Holder in relation to the activity.

This Permit will not be approved until proof of the Public Liability Insurance has been provided to Council for each event.

**4.** Electrical equipment used during filming in the City of Burnside must be tagged and tested for the safety of spectators and participants. If the equipment is not tagged, not in approved cable covers, or is found to be faulty by a Council representative; Council reserves the right to request that the item be disconnected or removed until the hazard has been rectified or filming will be shut down.

**5.** The Applicant, where appropriate, shall ensure that they are licensed or registered to carry out the activity.

**6.** It is the Applicant's responsibility to be aware of and comply with the SafeWork SA Guidelines for Events Safety. Access to this and other relevant documentation can be sourced by clicking the following link  
[http://www.safework.sa.gov.au/show\\_page.jsp?id=5852](http://www.safework.sa.gov.au/show_page.jsp?id=5852)

**7.** The Permit Holder shall ensure that the site is left in a clean and tidy condition at the conclusion of filming. Failure to do so may result in a cleaning fee.

**8.** The Permit Holder will be responsible for any damage caused to Council property which is attributable to the users during filming.

**9.** Support or promotional vehicles are not to be driven on or left on any public area, reserve or beach unless a permit has been issued by Council. Details of all vehicles have to be supplied in the filming application. Enforcement applies to non compliance.

**10.** The Permit Holder is not permitted to erect any structures or prevent the public from using the area when filming unless discussed and approved by the Communications Team prior to filming approval.

**11.** The Permit Holder is responsible for the control of noise. All reasonable measures must be taken to ensure minimal disturbance of residents and the Applicant/Event Organiser must be aware of and adhere to the Environment Protection Act guidelines applicable to noise (i.e. maximum decibel limit permitted from amplification).

**12.** This Permit will be revoked by Council if the applicant fails to comply with a condition of this Permit.

This Permit is not transferable.