

**Filming and Photography Enquiry Form**

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| **A: General Contact Information:**  |
| **Date of Application:** |  |
| **Contact:** | **Name:**  |  |
| **Job Title:** |  |
| **Email Address:** |  |
| **Telephone:**  |  |
| **Location Manager (if different from above):** | **Name:**  |  |
| **Email Address:** |  |
| **Telephone:**  |  |
| **Producer (if different from above):** | **Name:**  |  |
| **Email Address:** |  |
| **Telephone:** |  |
| **Production Company:** | **Name:** |  |
| **Address:** |  |
| **Telephone:** |  |
| **Company reg. number:**  |  |
| **Invoice Address (if different from above):** | **Contact Name:** |  |
| **Job Title:** |  |
| **Address:**  |  |
| **Telephone:** |  |
| **Email:**  |  |
| **B: Enquiry Information:**  |
| **Property of Interest:** |  |
| **Area(s) of interest (please state room/area of site if known)** |  |
| **Date(s) of Interest:** **If enquiry spans multiple days, please indicate the how your schedule will be broken down for preparation/filming/strike** |  |
| **Time on site from/to:**  |  |
| **C: Project Information** |
| **Project Title:**  |  |
| **Please check as appropriate:** |  | Live Broadcast |  | Pre-recorded |
| **Nature of Programme (delete as applicable)** | Feature film / TV Series / Documentary / Drama-Documentary / Commercial /Promotional Piece / Editorial Stills / Advertising Stills / Other (please specify) |
| **Project Synopsis:** **(please include details of the content to be filmed at site)** |  |
| **Are you looking to represent the site as itself?**  |  |
| **Distribution channel/Publication and date:**  |  |
| **D: Details of Project** |  |  |
| **Number of Crew:** |  | **Number of Cast:** |  |
| **Please circle if your shoot may involve any of the following:** |
| **Children/Animals/Action Vehicles** | If you have circled any of the requirements please give details:  |
| **Audio Playback** |
| **Nudity/Violence** |
| **Representations of the Emergency Services/Armed Forces/Security** |
| **Details of Camera Equipment:**  |  |
| **Details of Lighting Equipment:**  |  |
| **Use of cherry pickers/genie booms/cranes/lighting towers/scaffolding:**  |  |
| **Details of props/set dress/construction:**  |  |
| **Details of the use of food and/or drink on set:**  |  |
| **Any marquees/easy ups:**  |  |
| **Use of a generator:** |  |
| **No. of vehicles involved and their size** **(including honeywagons, catering/make up/ wardrobe/ winnebagos)** |  |
| **If the shoot involves any of the following, please detail:** **Drones/helicopters/explosions/fire/stunts/firearms/gunfire sounds/wet down/wind machines/smoke machines/candles/smoking/blood squibs** |  |

**Once completed, please return this form to** **filming.enquiries@english-heritage.org.uk** **via email.**

**Please note:**

* **This document is an application to film only. It does not grant permission to film or take photographs at English Heritage Trust properties. Permission is granted only if a property can accommodate the project you are planning and a contract has been signed by both parties.**
* **There will be a location fee and a staffing fee for all filming and photography bookings. This will be advised on submission of this form.**
* **All crews filming at English Heritage Trust Properties must hold Public Liability Insurance to the sum of £10 million pounds, and attach their insurance certification when submitting this document.**

**Signed:**

**On behalf of Production Company**