



APPLICATION FOR FILMING PERMIT

FILE # _____

Office Use Only		
File #:	Date Complete:	Decision:

Filming Permit Checklist

Documents required:	
	Completed Filming Application Form (signed by ALL titled landowners)
	Letter of Intent (reason for Filming) If this is a renewal, please list any changes for this year
	Fully dimensioned site plan of all existing and proposed structures on site, as well as the following: <ul style="list-style-type: none"> o The legal description of the property o Main access and egress, emergency route, and muster stations o Front, rear, and side setback distances from the Filming Location to the property lines o Parking areas and loading provisions o Access and egress locations to the site o Water and washroom accessibility o Dates and times of Filming
	Full name and addresses of all responsible parties
	Proof of Liability Insurance (naming Kneehill County as additional insured)

- More information may be requested by the County to properly evaluate the application.
- **Please note that an application for Filming must be submitted at least 20 days prior to the event.**

The following personal information is for internal use only. It will be removed from the package prior to circulation.

Location

Production Company

Contact Person

On-Site Liaison

Address

Phone Number

Cell Phone

Fax Number

Email Address



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Name of Project: _____

Legal Description: Qtr. _____ Section _____ TWP _____ RGE _____ W4M

- Project Type (please check):
- Commercial Photography
 - Educational Film
 - Music Video
 - Television Film
 - Other
 - Documentary
 - Feature Film
 - Television Commercial
 - Television Program/Series
 - Private

Describe the Proposed Project: _____

Dates of Filming: _____

Number of Crew on site: _____

Name of Registered Landowner: _____

Name of Agent Authorized to Act on Behalf of Production Company: _____

Project Organizer(s): _____

Equipment (i.e., sound, lights, etc.): _____

Props and/or Special Effects: _____

Security (Name if any): _____

Use of Any Existing and/or temporary structures (please ensure they correlate with the site plan)

Expected Number & Type of Vehicles (vehicle trips/day generated)

Parking Provisions: _____

Are food, beverages, to be provided at site: _____

Garbage Removal Provisions _____

Washroom Facilities: Yes _____ No _____ If Yes, How Many _____



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Would you like assistance from the Economic Development Department in making local arrangements for your production in terms of:

- Food and Beverage Procurement
- Equipment Rentals
- Construction Materials
- Accommodations
- Marketing and/or Promotion
- Temporary Staffing/ Extras
- Supplementary site selection
- Other:
