



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**APPLICATION FOR COMMERCIAL FILMING PERMIT**

**BACKGROUND INFORMATION**

Local Film Company:	
Applicant Name:	
Location Manager:	
Business Address:	
Phone (office):	Phone (cell):
Email:	Fax:

**DESCRIPTION OF FILMING PROPOSAL**

Filming Dates (includes mobilization):	
Location of Filming:	
Hours of Filming:	
Proposed Schedule and Description of Scenes to be Filmed:	
Impact on Neighbourhood Traffic:	
Type of Municipal Facilities Needed:	<input type="checkbox"/> Municipal Road Allowance/ Parking Lot <input type="checkbox"/> Other Municipal Land (eg: Parks, Trails, Open Spaces, etc.) <input type="checkbox"/> Municipal Buildings or Structures

**PRELIMINARY SUBMISSION REQUIREMENTS (to be submitted with initial application)**

- Completed Application Form with non-refundable Application Fee
- Plan showing the way in which Municipal facilities would be used (if applicable)
- Parking Plan for all Vehicles (including Trucks and Generators)
- Letter of authorization from the owner(s) of the land, building or structures where the filming will take place.



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### **ADDITIONAL SUBMISSION REQUIREMENTS** (as directed by the Filming Liaison or Village Manager, and as applicable)

- Filming Notification Letter(s) to Affected Households
- Polling Notification Letter to Affected Households
- Polling Information (including offers of accommodation and/or compensation, polling spreadsheets, maps and notes)

### **FINAL SUBMISSION REQUIREMENTS** (to be submitted as a condition of issuance of the Filming Permit)

- Daily Filming Activity Fee for Commercial Filming
- Fees for the use of Municipal lands, including roadways, buildings structures
- Any other fees required by this Policy or Fees Bylaw No. 497, 2016, as amended
- Security Deposit of \$10,000 payable to the Municipality.
- Executed copy of the Release of Liability and Indemnification Agreement (see attached Schedule A)
- Certificate of Insurance evidencing liability insurance in the minimum amount of \$5,000,000.00 with the Municipality named as an additional insured
- Confirmation that other conditional requirements have been fulfilled (if applicable)

Applicant Signature:	Date
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### **Municipal Use Only**

Approved Filming Permit No.:
<ul style="list-style-type: none"><li><input type="checkbox"/> Completed Application Form with non-refundable Application Fee</li><li><input type="checkbox"/> Authorization Letter from Private Owner(s)</li><li><input type="checkbox"/> Parking Plan</li><li><input type="checkbox"/> Filming Notification Letter</li><li><input type="checkbox"/> Polling Notification Letter (if applicable)</li><li><input type="checkbox"/> Polling Information (if applicable)</li><li><input type="checkbox"/> Daily Filming Activity Fees</li><li><input type="checkbox"/> Other Fees (if applicable)</li><li><input type="checkbox"/> Security Deposit</li><li><input type="checkbox"/> Release of Liability and Indemnification Agreement (Schedule A)</li><li><input type="checkbox"/> Certificate of Insurance</li><li><input type="checkbox"/> Other Conditional Requirements</li></ul>



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**SCHEDULE A**

**(Attached to and forming a part of the Application for Commercial Filming Permit)**

**INDEMNIFICATION AGREEMENT**

I/We, \_\_\_\_\_, (the "Applicant/Permittee"):

- (a) agree that I/we have received good and valuable consideration in exchange for entering into this Indemnification Agreement;
- (b) agree to indemnify, defend and save harmless the Village of Lions Bay, its elected and appointed officials, officers, employees, servants, representatives and agents (collectively the "Indemnified Parties") from and against any and all claims, demands, actions, causes of action, suits, damages, losses, and costs, liabilities, expenses and judgments (including all actual legal costs) incurred in defending any of the foregoing brought or made on behalf of any person or corporation for damage to or destruction or loss of property, including loss of use, and injury to or death of any person or persons, which any of the Indemnified Parties incur, suffer or are put to arising out of or in connection with any act or omission of the Applicant/Permittee, its directors, officers, employees, agents, contractors or invitees, the Indemnified Parties or caused by or arising out of the condition of any real or personal property owned or controlled by the Indemnified Parties or any of them arising from or in any way connected to the Filming Activity or from the Applicant/Permittee's occupation or use of the property of the Village of Lions Bay;
- (c) agree that the Applicant/Permittee's obligations hereunder will survive the expiry or termination of any permit issued by the Village of Lions Bay to the me/us and, notwithstanding such termination or completion, will continue in full force and effect for the benefit of the Indemnified Parties;
- (d) agree that the Applicant/Permittee, upon submitting a Filming Permit application, whether or not a Filming Permit is issued, releases and discharges the Indemnified Parties from any and all losses which the Applicant/Permittee and any of the Applicant/Permittee's directors, officers, employees, volunteers, agents, contractors or invitees may have arising from actions or inactions on the part of the Indemnified Parties;
- (e) hereby waive all rights of recourse against the Village of Lions Bay for loss or damage to the Applicant/Permittee's property, howsoever incurred.



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Applicant/Permittee Name: \_\_\_\_\_

Authorized Signatory: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Accepted by: \_\_\_\_\_  
Authorized Signatory for the Village of Lions Bay

Date: \_\_\_\_\_