

Application for filming or photography at Launceston Airport

This is a formal application form for all filming and still photography requests at Launceston Airport.

By submitting this application, you agree to the guidelines contained within this document and understand that acceptance of this request does not equate to approval of the shoot by Launceston Airport. The filming request is not formally approved until both parties sign the Launceston Airport Filming Agreement.

If any information in this application is inaccurate or misleading it may cause the cancellation of an approval at any time.

PART 1 - APPLICANT DETAILS

FIRST NAME

SURNAME

PRODUCTION COMPANY/ORGANISATION

POSITION

POSTAL ADDRESS

BUSINESS PHONE NUMBER

A.B.N

EMAIL ADDRESS

PART 2 - REQUEST DETAILS

FILM SHOOT

PHOTO SHOOT

(please circle)

DATE:		DAY		MONTH		YEAR
TIME:			AM/PM			
DURATION:			HOURS			
CREW SIZE:		CAST		CREW		EXTRAS

PURPOSE OF SHOOT *(please circle)*

Brand Promotion

TV Drama

Documentary

TV Commercial

Student Film

Film

Corporate Video

Travel Show

Tourism Tasmania

Magazine or Newspaper Article Community Production

Other *(please provide description)*

SYNOPSIS

LOCATION OF SHOOT

TERMINAL

INSIDE or OUTSIDE

AIRSIDE or LANDSIDE

REQUIRED SHOTS

(please use dot points, ie. - Actor walking through Terminal 2 doors)

PARKING REQUIREMENTS

(please explain, write N/A if not applicable)

NO. OF VEHICLES

POWER REQUIREMENTS

(please explain, write N/A if not applicable)

PART 3 - SUPPORTING DOCUMENTATION

NB. You are required to attach a copy of a Public Liability Insurance certificate of currency to the value of \$5 million for landside filming and \$10 million for airside filming.

PART 4 - CONDITIONS & ACKNOWLEDGEMENT

In order for approval of a filming request to be granted you must be willing to agree to the following terms which make up the conditions of the Launceston Airport Filming Agreement.

- **Fees** - The Licence Fee is payable for the duration of the Term.
 - Further fees and charges may be applicable for additional services such as escorts, electrical work, extra time, resources, cleaning, etc; or if the scenario changes from that discussed. You may be required to employ security or other contractors as directed by the Operations Manager, at your expense. If you are granted access airside, you must obtain security or other necessary passes or authorities at your own cost.
 - All fees are payable strictly in advance.
 - Cleaning - The premises must be left in a clean and tidy condition to the satisfaction of the Operations Manager. If in the opinion of the Operations Manager, additional cleaning is necessary, you will be liable to reimburse APAL, on demand, the cost incurred by APAL in carrying out such additional cleaning. Smoking is prohibited in the Terminal.
 - Non exclusive use - The agreement does not provide for exclusive use of any area. It is a requirement that airport operations and the public are not disrupted or inconvenienced. You are required to comply with all safety and security requirements and standards.

Liaison - You will be required to liaise with the Operations Manager at all times. Shotlists and layouts will be subject to the approval of the Operations Manager. On completion of filming you will be required to advise the Operations Manager. Failure to do so will result in your being invoiced for a maximum full day's filming.

Additional authorisations - Filming in any shop or concession requires additional arrangements with the tenant.

Insurance - You must have public liability insurance for an amount not less than \$5 million (or \$10 million if you need access airside) and provide a copy of your insurance currency certificate on demand.

Directions – You must comply with all directions given by APAL, its security contractors or any government agency including any direction:

- (a) refusing access to any Airside areas from time to time; and to cease filming in a particular location if, in APAL's sole discretion,
- (b) filming is or may interfere with the security, safety and the efficient operation of the Airport.

Safety - You must promptly notify APAL of any accident in the Licensed Area which involves the public, your staff, contractors or Airport staff.

Consent - Prior to screening any film recorded under this Agreement, at APAL's discretion:

- (a) you must let APAL view the film or tape; and
- (b) APAL must provide it's consent to screen the film or tape, which will not be unreasonably withheld; and
- (c) if required by APAL, you must edit the film or tape to remove any parts identified by APAL.

Intellectual Property - You grant APAL an irrevocable, perpetual world-wide and non-exclusive licence to use and reproduce parts of the recordings for

it's corporate publications. APAL will acknowledge your copyright in the recordings at all times.

Release - You occupy and use the Licensed Area entirely at your own risk and release APAL, it's employees and agents absolutely from all liability for loss or damage suffered by you, your employees, agents or contractors, except to the extent caused or contributed to by a breach of this Agreement or the negligence of APAL or its employees or agents.

Indemnity - You indemnify APAL at all times against all liability for loss or damage in connection with:

- (a) an act, omission or default by you or your employees, agents, contractors, licensees or visitors;
- (b) infringement (including alleged infringement) of a third party's intellectual property rights;
- (c) Licensed Area and involving you;
- (d) your use or occupation of the Licensed Area or the Terminal;

except to the extent caused or contributed to by a breach of this Agreement or the negligence of APAL or its employees or agents.

I acknowledge that I
have read and understood the terms of which my application will be considered by Launceston Airport and have provided all information contained within to the best of my knowledge.

Dated

Name

(please print)

Signature

PART 5 - APPLICATION LODGMENT

Please lodge this application by emailing to:

information@lst.com.au

Once your application has been received, contact will be made to advise of receipt and an indication of the expected processing timeframe.