



# Filming Application

(one form per location)

City of Delta Film Office  
4500 Clarence Taylor Cres. Delta, BC V4K 3E2  
604-946-3260, [engineering@delta.ca](mailto:engineering@delta.ca)  
GST#: 121377592

*For Office Use Only*

Folder Number:

Date Received:

## 1. PRODUCTION COMPANY INFORMATION

Company Name:	Email:	Phone:
Address:	City, Province:	Postal Code:

## 2. PRODUCTION CONTACT INFORMATION

Location Manager:	Cell:	Email:
Assistant Location Manager:	Cell:	Email:
On-Set Contact:	Cell:	Email:
Signatory for Legal Documents:	Cell:	Email:

## 3. PRODUCTION DETAILS

Production Name:	Production Type:	
Location:	# of Days in Community:	
Prep Dates:	Start Time:	End Time:
Shoot Dates:	Start Time:	End Time:
Wrap Dates:	Start Time:	End Time:
Number of Cast:	Number of Crew:	Number of Background:
Noise Variance Request: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, provide reason:		

Provide also a draft notification letter together with the application. If a variance is granted, the notification letter needs to be delivered to all residents and businesses within a 100m radius of the filming **at least five days prior** to start of filming works.

Vehicle	Parking Location	Number	Length	Arrival Time/Date	Departure Time/Date
Work Truck					
Circus					
Crew					
Other parking comments:					

<b>Filming on Agricultural Land Reserve</b> <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, which of the following activities will occur: <input type="checkbox"/> Construction of permanent structures <input type="checkbox"/> Disruption of soil (extraction/deposit) <input type="checkbox"/> Activity exceeds 10 days in total <input type="checkbox"/> Other: _____ <input type="checkbox"/> None of the above
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**4. FILMING ACTIVITIES**

Detailed Scene Description:

- Animal       Drive By       Drone \*       Explosion       Fire       Firearms       Fire Dept       Gunfire
- Helicopter       Hydrant       ITC       Parking       Park Use       Police       Road Closure       Rain/Snow
- Smoke       SPFX \*\*       Stunt       Wet Down       Other (specify): \_\_\_\_\_

If any of the above is checked, please elaborate (\*For drone, Transport Canada Approval is required and include also flight path.  
\*\*For special effects, include a plan indicating purpose, scope, risk and safety protocol):

**5. ADDITIONAL REQUIREMENTS**

Lighting Activity:

Generator Usage (specify type, quantity, size and location):

Others:

(In site/location plan, include detailed parking, generator location, lighting activity, etc.)

**6. TERMS**

**Indemnity:** In consideration and as a condition of the City of Delta (the "City") granting a film or other permit in relation to this Application, the Applicant will indemnify and save harmless the City and the City's elected and appointed officials, officers, employees, contractors, and agents, from all demands, claims, actions, causes of action, suits, proceedings, judgments, losses, damages, costs, and expenses (including legal fees and costs on a solicitor and own client basis), of any kind or nature whatsoever, whether at law or in equity, by whomever brought, for any damage, loss, injury, or death, directly or indirectly arising out of or in connection with this Application, any film or other permit granted by the City to the Applicant in relation to this Application, the activities described in this Application, an act or omission of any of the Applicant, the Applicant's directors, officers, employees, contractors, agents, and those for whom the Applicant is or may be responsible, and any property, facilities, or services provided by the City to the Application.

**Insurance:** In consideration and as a condition of the City of Delta (the "City") granting a film or other permit in relation to this Application, the Applicant will obtain and keep in force throughout the period of use permitted under any such permit such insurance policies: a commercial general liability insurance policy insuring and protecting the Applicant and naming the City as an additional insured (without any rights of cross-claim or subrogation against the City) against claims by any person for injury, death, property loss, or damage in an amount not less than \$5,000,000 per occurrence, with a provision that the policy may not be terminable or alterable without 30 days' prior written notice to the City, with an insurer and deductible and on terms satisfactory to the City; and as may be otherwise be required by the City. The Applicant will, prior to the issuance of any such permit and on demand thereafter, provide the City with a certificate of insurance giving evidence of such coverage to the City's satisfaction

Accepted By: \_\_\_\_\_

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

Name (please print): \_\_\_\_\_

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

Personal information is collected by the City of Delta under the authority of **Section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA)** and will be used to administer Engineering application(s) with the City of Delta, Engineering.

Personal information may be disclosed only as permitted by Section 33 of the **Freedom of Information and Protection of Privacy Act (FOIPPA)**. Should you have any questions about the collection and disclosure of this personal information, please contact one of the following options:

Engineering Department  
City of Delta  
Email address: [engineering@delta.ca](mailto:engineering@delta.ca)  
Phone: 604-946-3260

OR      Corporate Officer/FOIPPA Head  
City of Delta, Legislative Services  
Email address: [legislative@delta.ca](mailto:legislative@delta.ca)  
Phone: 604-946-3220

OR      **Mail or in-person:** City of Delta  
4500 Clarence Taylor Crescent  
Delta, BC V4K 3E2