



Film Liaison Office
 Town Hall, Eastbourne
 East Sussex BN21 4UG
 Tel: 01323 415433
 Fax : 01323 439558
 Mobile: 07765 443996
 Email: film@eastbourne.gov.uk

Application to Film in Eastbourne

Please complete in black ink using block capitals as soon as possible, and return to the Film Liaison Office above with proof of public liability insurance.

If you wish to film on the public highway then this will be subject to your being able to tick all the following boxes.

- | | |
|---|------------------------------|
| ■ Do you have access to personnel competent in traffic management? | Yes <input type="checkbox"/> |
| ■ Are you able to give six weeks notice prior to any filming taking place on the highway? | <input type="checkbox"/> |
| ■ Can you supply us with a shooting schedule? | <input type="checkbox"/> |

If you have been unable to tick YES to any of the above please contact the Film Liaison Office so that we discuss feasibility prior to considering your application.

Location Manager: _____ Email: _____

Telephone: _____ Mobile: _____ Fax: _____

Project Title: _____ Film/TV/Commercial/Promo/Pop video
 Shorts/Student/Stills (delete as applicable)

Production Company: _____ Co-Production: _____

Address: _____ Address for Invoice: (if different)

Description of Filming:	Date and Times of Filming
	Please include details of any night filming
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Production Budget: _____ Location Budget: _____

No of Crew:

No of Vehicles:

Location(s) Required (please specify interior or exterior):

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.....

Film Company Location Contact

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.....

Parking Requirements:

P&D machine number and the number of bays required (if known).
For yellow lines and residents bays, please indicate location.
Please provide a separate list of vehicle registration numbers.
Where parking is complicated, please include a diagram.

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Please tick if your shoot may involve any of the following:

- | | | | | | |
|--|--------------------------|---------------------|--------------------------|---|--------------------------|
| Temporary traffic control | <input type="checkbox"/> | Scaffolding | <input type="checkbox"/> | Animals | <input type="checkbox"/> |
| Road closure | <input type="checkbox"/> | Honey wagons | <input type="checkbox"/> | Children | <input type="checkbox"/> |
| Street dressing/disguising street markings | <input type="checkbox"/> | Catering facilities | <input type="checkbox"/> | Reconstruction of crime/emergency | <input type="checkbox"/> |
| Cherry pickers or lighting towers | <input type="checkbox"/> | SFX | <input type="checkbox"/> | Cast dressed as police/emergency services | <input type="checkbox"/> |
| Camera crane | <input type="checkbox"/> | Firearms/gunfire | <input type="checkbox"/> | Car chases/driving sequences | <input type="checkbox"/> |
| Camera track | <input type="checkbox"/> | Smoke effects | <input type="checkbox"/> | Building blackout | <input type="checkbox"/> |
| Low loaders | <input type="checkbox"/> | Fire effects | <input type="checkbox"/> | Crowd control by stewards /security | <input type="checkbox"/> |
| Generator | <input type="checkbox"/> | Stunts | <input type="checkbox"/> | | |
| Playback | <input type="checkbox"/> | Wet down | <input type="checkbox"/> | | |

If you have ticked any of the above, please give details:

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Please indicate if you require any of the following council services:

- | | | | |
|-----------------------------|--------------------------|------------------------|--------------------------|
| Turning off street lights | <input type="checkbox"/> | Refuse collection | <input type="checkbox"/> |
| Removal of street furniture | <input type="checkbox"/> | Street cleaning | <input type="checkbox"/> |
| Coning | <input type="checkbox"/> | Other (please specify) | <input type="checkbox"/> |

This document is an application to film in Eastbourne, it does not constitute a filming or location contract. Nor does it grant permission to film.

Signed

Date:

On behalf of production company

Signed

Date:

On behalf of Eastbourne Borough Council

Please fax a copy of this completed form to the Film Liaison Unit

Eastbourne Borough Council, Town Hall, Grove Road, Eastbourne BN21 4UG

Tel: 01323 415433 Fax: 01323 439558 e-mail: film@eastbourne.gov.uk