



## Media filming and photography application form

### How it Works

- This form is used to submit an application to obtain approval to conduct a film or photography shoot on Harbour Trust land.
- Your application form needs to be submitted at least **2 weeks** in advance of the event taking place.
- Upon submitting your application you will receive a response within **5 working days**.

### Media Contact Details

Applicant's full name		Contact number	
Media agency			
Email address			

### Type of Production (please tick)

Name of publication			
<input type="checkbox"/> News media	<input type="checkbox"/> Lifestyle	<input type="checkbox"/> Info/Travel Show	<input type="checkbox"/> Documentary
<input type="checkbox"/> If other, please specify			

Publication date/air date	/	/	Publication circulation/ audience reach	/	/
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### Harbour Trust Sites — For productions requiring more than one site

<input type="checkbox"/> Cockatoo Island	<input type="checkbox"/> North Head Sanctuary
<input type="checkbox"/> Headland Park (Chowder Bay, Middle Head, Georges Heights)	<input type="checkbox"/> Sub Base Platypus
<input type="checkbox"/> Macquarie Lightstation	<input type="checkbox"/> Woolwich Dock
<input type="checkbox"/> Marine Biological Station	
How will the site be promoted/portrayed in the production?	
Will you use drones? <input type="checkbox"/> No <input type="checkbox"/> Yes (If so attach CASA approval and Harbour Trust application form)	

## Production Details

Summary — locations required (details on number), interviews required, activities, operational

## Transport and Parking Details

Where			
Time in		Time out	

## Supporting Documents Checklist

The following documents must be submitted with your application and please note that a site-specific WH&S induction will be required prior to site entry:

- |  |   |
|--|---|
| <input type="checkbox"/> Public Liability Insurance Certificate of Currency — \$20 million | <input type="checkbox"/> Parking Plan ( <i>when required</i> )                  |
| <input type="checkbox"/> Workers Compensation Insurance                                    | <input type="checkbox"/> Environmental Management Plan ( <i>when required</i> ) |
| <input type="checkbox"/> Risk Management Plan  | <input type="checkbox"/> Drone Application                                      |
| <input type="checkbox"/> Traffic/Pedestrian Management Plan ( <i>when required</i> )       |   |

## Declaration

I acknowledge that all documents required by the Harbour Trust have been included as part of this form.

Name		Position in organisation	
Signature		Date	/ /

## Contact

If you'd like further clarification on how to submit this form, prior to submission, email [rebecca.hage@harbourtrust.gov.au](mailto:rebecca.hage@harbourtrust.gov.au) or call us on (02) 8969 2143.

Harbour Trust

