

APPLICATION TO FILM IN HALIFAX REGIONAL MUNICIPALITY

Halifax Regional Municipality is film-friendly. The role of the municipal Film Liaison is to facilitate access to municipal services, locations, and resources. With the exception of news media, all location filming taking place in the region must contact the Film Liaison.

Individuals or companies wishing to film in Halifax Regional Municipality must complete and return the following documents, ideally at least **five (5) business days prior to filming**:

General filming Application form
Release and Indemnification Form
Certificate of Insurance (COI) with appropriate limits of insurance and naming "Halifax Regional Municipality" as additionally insured
Notification of filming to Councillors and Residents

Please note that additional permits may be required for the full or partial closure of municipal roadways, use of municipal services such as transit or emergency vehicles and staff, aerial filming and other circumstances. Following a risk assessment, other production aspects such as certain special effects or location requirements may also require further documentation.

It is the responsibility of the applicant to inform the Film Liaison of all changes to the filming plan. Additional approvals may be necessary in the case of major changes, added locations, new effects, and/or heightened risk.

Once all documents are received, the Film Liaison will co-sign and return the application to the applicant. This document constitutes a filming approval and **must** be available on site during filming to be presented if requested.

Please return the application package to:

Shari Dillman, Film Liaison PO Box 1749 Halifax, NS B3J 3A5 Phone: (902) 490-4922

Email: dillmas@halifax.ca



Application to Film in Halifax Regional Municipality

Location Manager (LM):	Contact Information						
Film Company: Address: Phone: Pho	Location Manager (LM):		LM Phone:.				
Email:	LM Email:						
Email:	Film Company:		Address:				
Filming Information Film Title: Film Summary: Number of cast and crew:			Phone:				
Filming Information Film Title: Film Summary: Number of cast and crew:	Parent Production Company (if	applicable):					
Filming Information Film Title: Film Summary: Number of cast and crew:			Phone:				
Film Title: Film Summary: Number of cast and crew: Description of production vehicles:			1 1101101				
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Number of cast and crew:							
Production type: Feature film			Description of production vehic	les:			
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Commercial	Production type: ☐ Feature film	TV movi	e/short film TV series or nild				
Student film Other: c	· · _	=	<u>=</u> '	,,			
Filming activities & requests – check any that apply. Use of interior or exterior municipal properties including parks, buildings, warehouses Modification of municipal properties including on-site set construction Use of animal talent on location Intermittent occupancy of sidewalks Areial filming Special Effects: Rain/snow Explosives Amplified sound Spot lights Are you planning to utilise simulated gun fire (blanks or squibs)? No Yes – please include a short description: Filming Date(s) Attachments (mandatory) Release and Indemnification form Certificate of Insurance Notification to Councillors I (the Applicant) acknowledge that I have read, understand, and agree to the procedures and policies outlines in the Halifax Regional Municipality Film Guidelines. Name: Date: For office use only: Approved by: Date: Phone: (902) 4904-9222 Phone: (902) 4904-9222	<u>—</u>		intary intable video				
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Modification of municipal properties including on-site set construction Use of animal talent on location Intermittent occupancy of sidewalks Traffic control or street closure Aerial filming Street parking for production vehicles Special Effects: Rain/snow Smoke/fog Fire/pyrotechnics Explosives Amplified sound Spot lights Are you planning to utilise simulated gun fire (blanks or squibs)? No Yes Are you filming scenes that may cause alarm to the public (simulated criminal acts, sirens, etc)? No Yes - please include a short description: Filming Date(s) Location(s)				OUSES			
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