

APPLICATION TO FILM ON THE PUBLIC HIGHWAY

This application must be completed and returned to the relevant area office **NO LESS THAN ONE MONTH** before it is intended to film. The absolute minimum lead-time we will consider is 10 working days for basic requests that require no additional permissions.

Permission to film covers any and all activity on the highway in relation to the production including but not limited to, siting of staff, cast or equipment. Highways include all roads, footways, footpaths, verges and bridleways.

Activity on the highway must not occur until written consent has been received

Applicant:	
Applicant Name	
Organisation / Company	
Applicant Address	
Postcode	
Email Address	
Contact Number	
Emergency Contact Number	
Secondary Contact Name	
Secondary Contact Number	

Filming Details:			
Production Name			
Location(s) (road, town and exact location)			
Dates & Times Required			
Number of Involved Persons (including actors crew and extras)	<input type="checkbox"/> 0 - 5	<input type="checkbox"/> 6 - 15	<input type="checkbox"/> 15+

Detailed Description of Activity		
How have emergency services, parish / town councils, residents and businesses been consulted regarding the event and its associated impact?		
Does filming involve any of the following? (please tick)	<input type="checkbox"/> Animals	<input type="checkbox"/> Children
	<input type="checkbox"/> Firearms	<input type="checkbox"/> Generators
	<input type="checkbox"/> Impersonation of emergency services	<input type="checkbox"/> Lighting
	<input type="checkbox"/> Reconstruction of a crime	<input type="checkbox"/> Signal switch-offs
	<input type="checkbox"/> Special effects	<input type="checkbox"/> Street dressing
	<input type="checkbox"/> Suspension of parking bays	<input type="checkbox"/> Temporary structures (e.g. Scaffold / Crane / MEWP)
	<input type="checkbox"/> If other, please specify:	

Details of ALL Highway Restrictions:					
Road Name, Number and Location e.g. A429 High Street, Warwick	Type of Restriction e.g. Stop & Go, Parking Suspension, Closure	From & To e.g. jct of Jury Street to jct of West Street	Date(s)	Start Time	End Time
Who will be providing traffic management?	<input type="checkbox"/> Traffic Management Company		<input type="checkbox"/> Qualified Individual		
Contact details of Traffic Management Company or Qualified Individual					

Use of Drones:	
Details of drone	
Flight altitudes	
Details of how pedestrians will be managed	
Details of how traffic will be managed	
Details of how drivers will be prevented from becoming distracted by the drone	
Number of observers and communication method with pilot	
Any additional mitigation methods implemented to render the situation non-hazardous to the public (e.g. drone cage, flight speeds, flight timings)	

Additional Information:
Please provide any details you feel may assist or be relevant to your application

Accompanying Documentation:

- Copy of Public and Employers Liability Insurance showing a minimum £10 million cover.
- Risk Assessment
- Method Statement
- Traffic Management Plan (if applicable)
- TTRO application (if applicable)
- Traffic Management Qualification (if applicable)
- Drone licenses, documentation and/or authorisations (if applicable)

Declaration:

I agree to comply with the conditions of any permissions granted; to indemnify Warwickshire County Council against any and all actions arising from the filming activity; and to pay any expenses the Council may incur in respect of repairs to the highway and any apparatus in or on the highway arising from the filming activity.

Name	Signed	Date
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Please complete and return your application to:

Stratford & Warwick District:
 North Warwickshire, Nuneaton & Bedworth, Rugby Boroughs:

County Highways South Area Office
 Warwickshire County Council
 Shire Hall Post Room
 Rear of Shire Hall
 Northgate Street
 Warwick
 CV34 4RL

highwaysbusinesssupport@warwickshire.gov.uk

Tel: 01926 412515