|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A: General Contact Information | | | | | | | | |
| Date of Application | |  | | | | | | |
| Contact | | Name | | |  | | | |
| Job Title | | |  | | | |
| Email Address | | |  | | | |
| Phone | | |  | | | |
| Location Manager | | Name | | |  | | | |
| Email address | | |  | | | |
| Phone | | |  | | | |
| Producer ( if different from above) | | Name | | |  | | | |
| Email address | | |  | | | |
| Phone | | |  | | | |
| Production Company | | Name | | |  | | | |
| Address | | |  | | | |
| Phone | | |  | | | |
| Company registered no | | |  | | | |
| Invoice Address ( if different from above) | | Contact Name | | |  | | | |
| Job Title | | |  | | | |
| Address | | |  | | | |
| Phone | | |  | | | |
| Email | | |  | | | |
| B: Enquiry Information | |  | | | | | | |
| Areas of Interest (please specify interior, exterior, gallery if known) | |  | | | | | | |
| Date (s) of interest:  If enquiry spans multiple days, please indicate how your schedule will be broken down for preparation/filming/strike | |  | | | | | | |
| Time on site From/to: | |  | | | | | | |
| C: Project Information | | | | | | | | |
| Project Title | |  | | | | | | |
| Please check as appropriate | | Live Broadcast | |  | | Pre-recorded | |  |
| Nature of Programme  ( delete as appropriate) | | Feature Film/ TV Series/Documentary/ Drama/Documentary/Commercial/Promotional Piece/Editorial Stills/Advertising Stills/Other ( please specify) | | | | | | |
| Project Synopsis (please include details of the content to be filmed at the site) | |  | | | | | | |
| Are you looking to represent the site as itself? | |  | | | | | | |
| Distribution channel/Publication and date | |  | | | | | | |
| D: Details of Project |  | | | | | | | |
| Number of Crew |  | | Number of Cast | | | |  | |
| Please circle if your shoot may involve any of the following: | | | | | | | | |
| Children/Animals/Action Vehicles | If you have circled any of the requirements please give details | | | | | | | |
| Audio Playback |  | | | | | | | |
| Nudity/Violence |
| Representations of the Emergency Services/Armed Forces/Security |
| Details of Camera equipment |  | | | | | | | |
| Details of Lighting equipment |  | | | | | | | |
| Use of cherry pickers/cranes/genie booms/lighting towers/scaffolding |  | | | | | | | |
| Details of props/set/dress  /construction |  | | | | | | | |
| Details of the use of food and/or drink on set |  | | | | | | | |
| Any marquees/easy ups |  | | | | | | | |
| Use of a generator |  | | | | | | | |
| No of vehicles involved and their size ( including honeywagons/make-up/wardrobe/  winnebagos |  | | | | | | | |
| If the shoot involves any of the following, please detail: Drones/helicopters/explosions/fire/stunts/firearms/gunfire sounds/wet down/wind machines/smoke machines/candles/smoking/blood squibs |  | | | | | | | |

Once completed please return this form to [hire@turnercontemporary.org](mailto:hire@turnercontemporary.org)

Please note:

* This document is an application to film only. It does not grant permission to film or take photographs at Turner Contemporary. Permission is granted only if Turner Contemporary can accommodate the project you are planning and a contract has been signed by both parties.
* There will be a location fee and a staffing fee for all filming and photography bookings. This will be advised on submission of this form.
* All crews filming at Turner Contemporary must hold Public Liability Insurance to the value of £10 million and attach their certificate of insurance when submitting this document.
* Turner Contemporary will supply all catering for the project. It is not permitted to bring food and drink on site for consumption by crew and cast. ( In house caterers, Leafi will provide menus )

Signed:

On behalf of the Production Company