

# Film & Photography Terms and Conditions

## 1. Hours of Filming and Photography

- Monday to Friday only. No filming and photography will be permitted on weekends or Public Holidays (unless authorised).
- Between gate opening and gate closing:  
Parramatta Park: 6am–6pm  
(6am - 8pm during daylight saving)  
  
Western Sydney Parklands: 8am - 6pm  
(8am - 8pm during daylight saving)
- Night filming may be arranged on application. Please contact (02) 9895 7500 for details

## 2. General Information

- The Applicant and participants must comply with any requests made of them by Parklands Staff prior to, during and after the activity.
- The approval of any other government agency that may be required is the applicants responsibility i.e. councils.
- The applicant or a representative is to be on site at all times during the shoot. A mobile telephone number is to be supplied to the Trust for that person.
- The Trust must be advised if any aspect of your shoot changes from the way it is described on the application.
- The Trust must receive any copies of any incident reports arising from the hirers activities on site.
- Trust building or lands that are depicted in a film, video or photography the hirer shall not cause any display or images, words, acts or other materials of a crude, offensive nature that is likely to injure the reputation and standing of the Trust.

## 3. Fees

- Fees will be calculated on application.
- Payment of location fee must be made before filming commences. Approval will not be final until payment is received and permit signed.
- Exclusive use of an area may attract a daily hiring fee in addition to the location fee.

- Late fees may be payable for applications received less than two business days prior to shoot. (subject to availability.)
- Cancellation fee will be payable if any shoot is cancelled less than 48 hours before agreed date.

## 4. Bond Payment

- Where the Trust considers maintenance or restoration works may be required after filming/ photography activities, a bond will be held prior to filming.

## 5. Ranger Security Officer

- It may be a requirement during film shoots that a dedicated Ranger Security Officer is rostered to oversee the filming activity.
- Any costs for a Ranger Security Officer will be invoiced to the production company.

## 6. Public & Products Liability Insurance

- Public Liability insurance of minimum \$20 million insurance of minimum \$10 million is required for all photography. A copy of a certificate of currency must be submitted with the application.
- The Greater Sydney Parklands Trust and officers of the Trust must be named as interested parties on the insurance policy.

## 7. Adverse Weather Conditions

- A refund of location fees of an amount comparable to the time lost due to adverse weather may be applied for, minus the non-refundable application fee.
- A future date may be approved in lieu of time lost due to inclement weather.
- Weather hold days may be applied for and approved where it is anticipated that time may be lost due to adverse weather.
- The Trust reserves the right to alter, cancel or postpone any filming/photography on Trust lands due to the occurrence of adverse weather.

## 8. Vehicles

- Vehicles must remain on sealed roadways unless otherwise authorised.

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- Vehicles must observe road rules as signposted including one way traffic flow. The 30km/h speed limit must be observed.
- Roadways must remain open at all times to through traffic, unless otherwise authorised.
- Due to the limitations of entrances and tree canopies, vehicular size restrictions apply (refer application form, Part 3 for further details).
- Directing or controlling traffic may only be managed by an RTA certified traffic controller.

## 9. Site Preparation

- Park features, landscapes, or built structures may not be altered.
- Fencing off park areas for exclusive use is not permitted, unless otherwise authorised.
- Special requests for site preparation may incur additional costs.
- Cables crossing pathways or tracks must be protected with appropriate covers to ensure public safety.

## 10. Construction and Props

- Built structures may be permitted subject to approval, in Western Sydney Parklands or Parramatta Park, however all structures must be weighted.

## 11. Use of Trust Buildings

- The Trust does not provide buildings for production purposes.

## 12. Use of Ponds

- Built structures are not permitted in or over ponds.
- No boats are permitted on ponds.
- Filming is not permitted on the islands.
- Ponds are subject to inflows from storm water drains. As a consequence, people should avoid all contact with pond water.

## 13. Animals

- Special approval is required for the use of animals in film/photography.

## 14. Working with Children

- Filmmakers and still photographers must hold an authority to employ any children under 15 years of age for the purposes of entertainment, exhibition and still photography. More information is available from the NSW Office of the Children's Guardian (OCG) on (02) 8219 3600 or <https://ocg.nsw.gov.au/>
- The 'Entertainment and Exhibition' category under this legislation includes filming for TV commercials, feature films, TV dramas, documentaries etc. and exhibitions, such as catwalk modelling.

## 15. Access to Power Supply

- Electricity supply is not provided by the Trust.
- Silent mobile generators may be used and are to be arranged by production companies at their own expense.

## 16. Aerial Filming

- The use of any aircraft (fixed wing, helicopters, hot air balloons, parachutes, model aircraft, drones) on or above Trust lands is prohibited.

## 17. Risk Assessment

- A risk assessment and safety plan must be completed by the production company prior to work commencing on site.
- It is the responsibility of the production company to ensure all legislative requirements for WHS and public safety are met.

## 18. Safety Equipment

- The Trust will not supply any safety equipment necessary for using its locations or facilities.
- Safety equipment must be provided by the location hirer.

## 19. Damage

- The hirer will be held responsible for any damage caused to the location during the hire period.
- The hirer is required to cover cost associated with repairing any damage and this will be deducted by the Parklands from the bond.

## Further Information

Please contact the Parklands (02) 9895 7500