

# Application for Amateur/ Student Filming Permit 2019/2020



## SECTION 1 – APPLICANT DETAILS

Applicant Name

Address

Contact phone numbers

Business

Mobile

Email

## SECTION 2 – FILMING PERMIT DETAILS

Film Shoot details

Location(s)

Date

Time

## SECTION 3 –INSURANCE

You must hold a current Public Liability Insurance Policy to the minimum value of \$20,000,000. This policy must remain current for the period of this permit and must be available on request. You are not required to provide a copy of your own insurance policy to Council; however, you must tick the appropriate box and sign Council's Indemnity Declaration to confirm that you have the necessary cover.  Please tick to confirm

## SECTION 4 –CONDITIONS APPLICABLE TO PERMIT

- Depending on the size of the activity and the impact this may have on the local traffic, a Traffic Management Plan (TMP) will be required to be submitted including in some residential side streets.
- Evidence the Victorian Police have been notified.
- Information regarding the size and number of vehicles needed to be parked at that location is to be submitted.
- Parking restrictions are to be considered.
- All street, park and local activity must be taken into consideration, e.g garbage collection, business, sports etc.
- Residents within the affected area must be given a minimum of 48 hours notice.
- If requested a copy of your \$20,000,000 (min) Public Liability Policy, including Council's interest noted, must be submitted with your application.
- A permit for a maximum period may be issued. This may depend on the location.
- A minimum of two weeks must be given to Council before filming commences.




## SECTION 5– DECLARATION AND INDEMNITY

I declare that I am fully aware of the City Of Monash policies, guidelines and conditions that apply to the permit applied for. I understand that if there is any non-compliance with any conditions, any permit becomes void.

I, the permit holder, also declare that I hold a current Public and Product Liability Insurance Policy to the value of \$20,000,000 and that I will indemnify and hold harmless the City of Monash against all actions, suits or claims whatsoever arising from any injury, loss or damage to any person or property, including all costs associated with the defence of such items, caused by negligent acts of myself the permit holder in relation to the permitted activity.

<b>Applicant Name Printed</b>	
<b>Applicant Signature</b>	
<b>For and on behalf of: Name of Business or Organisation</b>	

## APPLICATION OPTIONS

<b>In Person</b>		<b>Monash Civic Centre</b> 293 Springvale Rd Glen Waverley 8.15 am – 5 pm Mon – Fri	<b>Oakleigh Service Centre</b> 3 Atherton Rd Oakleigh 8.45 am – 5pm Mon – Fri
<b>By Post</b>		City of Monash Community Laws P.O. Box 1 Glen Waverley VIC 3150	
<b>By Email</b>		Email completed form to <a href="mailto:mail@monash.vic.gov.au">mail@monash.vic.gov.au</a>	

The City of Monash abides by the principles of the Privacy and Data Protection Act 2014. The personal information required to be provided in this application form is required for the purposes of administering Community Laws Permit Applications. This information will not be released to any other person or organisation for any purpose other than the purpose for which it was collected. You have the right to access your personal information. If you wish to do so, please contact Council on (03) 9518 3555.

## OFFICE USE ONLY

Officer Approved	Date Issued	Permit Number
Yes/No _____ Initials _____	____/____/____	_____