

Privacy Notice: Mareeba Shire Council is collecting applicant details in accordance with Council's Local Law in order to assess your application for approval. This information will only be accessed by Council employees and other persons authorised under the Local Government Act. Your information will not be given to any other person or agency unless you have given us permission, or we are required by law.

Application for Approval to Undertake Activities on Local Government Controlled Areas and Roads - Film and Television

This application form is required for commercial film and television activities carried out on Local Government Controlled Areas and Roads that do not require a development approval under Council's Planning Scheme.

Fee: As determined on a case by case basis.

A: Applicant details (required):

Note: The applicant is responsible for ensuring the information provided on all Mareeba Shire Council application forms is correct. Any approval that may be issued as a consequence of this application will be issued to the applicant.

Business Trading Name:	
ABN:	

Applicant Name:	
Postal address:	

Contact number:	
Fax number:	
Email Address:	

B: Contact Person:

Name:	
Position:	
Mobile Number:	
Fax Number:	
Email Address:	

C: Production Details:

Type of Production:	<input type="checkbox"/> TV Series <input type="checkbox"/> TV Commercial <input type="checkbox"/> Documentary <input type="checkbox"/> Student/Community <input type="checkbox"/> Corporate Video <input type="checkbox"/> Video Clips <input type="checkbox"/> Still Photography <input type="checkbox"/> Wedding Photography <input type="checkbox"/> Feature Film <input type="checkbox"/> Other Specify _____
Number of People Involved in the proposed activity:	
Number of Crew involved in the proposed activity:	
Production Name:	

Synopsis:	
Date and time shooting starts:	
Date and time shooting ends:	
Shooting Details: (indicate daily shooting times including bump in and bump out)	
Estimated Budget:	

D: Location Details

Region:	
Location Details:	
Is Council park is required:	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes a park hire application form is required. Please refer to Council website for approved form.
Special Requirements:	
1. Road/Footpath Closures	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. Animals	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Lighting	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Explosives	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Smoke	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. Aeroplane Landing	Yes <input type="checkbox"/> No <input type="checkbox"/>
7. Helicopter Landing	Yes <input type="checkbox"/> No <input type="checkbox"/>
8. Boats	Yes <input type="checkbox"/> No <input type="checkbox"/>
9. Tracks	Yes <input type="checkbox"/> No <input type="checkbox"/>
10. Other (Specify)	Yes <input type="checkbox"/> No <input type="checkbox"/>

E: Further information required:

<p>Copy of insurance attached:</p> <p>\$20,000,000 and must cover filming dates. Public liability insurance less than \$20 million would involve an assessment of risk prior to permit approval. It is a requirement that Mareeba Shire Council is named as an interested party in your public liability/insurance certificate.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>Residential / Business notification letter:</p> <p>Exclusive use filming requires written notification to residences and stakeholders in the vicinity of the location by way of letterbox drop, at least 7 days prior to the start of filming. The notification should include information such as contact details, description of photography shoot, proposed location, commencement and completion dates and times, number of productions persons etc.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>

<p>Location details / Site maps: For each Exclusive Use location, attach a photo or detailed map with locations and equipment clearly marked. If road or footpath closures are required, indicate affected areas and any parking meters, parking bays, bus stops, taxi zones or significant traffic infrastructure.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Traffic / Pedestrian / Parking management: Film shoots that require a unit base, essential vehicle and/or crew parking are required to submit for approval a parking plan or mud map with the application. Where filming activities require the use of a public road and alterations to traffic flow (such as stop/go traffic control) and/or parking, a Traffic Guidance Scheme/Management Plan prepared by an accredited traffic consultant will be required to be submitted in support of an application. Where public pedestrian movements are proposed to be altered, a pedestrian management strategy/plan may also be required to be submitted in support of an application.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Letter of support: Tourism Queensland or Tourism Tropical North Queensland letter of support.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

F: Applicant Declaration

<p>I declare that the information provided by me in this application is true and correct.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>I consent to the making of enquiries and exchange of information with the authorities of any State, Territory, Commonwealth or foreign country in regard to any matters relevant to this application</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

<p>Name:</p>		<p>Date:</p>	
<p>Signature:</p>			

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