**Canary Wharf Filming and Photography**

**Application Form**

Please provide the following information and email to pressoffice@canarywharf.com

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| **Date of the proposed filming/photography:** |  |
| **Start Time:** |  |
| **Finish Time:** |  |
| **Crew contact name:** |  |
| **Crew contact phone number:** |  |
| **Crew contact email:** |  |
| **Location(s) (please be as specific as possible):** |  |
| **Purpose of project and what will be filmed and photographed:** |  |
| **Number of cast and crew:** |  |
| **Equipment being used, including props:**  |  |
| **Vehicles being brought onto the Canary Wharf Estate, including registration numbers:** |  |

Please also note that:

* If any equipment other than a tripod or handheld camera is being used then a **risk assessment form, method statement and control measures must be provided** for the company’s Health and Safety Advisor to consider. Please note that we do not permit the laying of track.
* Parking is permitted in the underground car parks, which have a height restriction of 2m. Parking is generally not permitted at street level.
* If a crew wishes to film/photograph a specific retail unit then permission must be gained from the store management.
* For filming/photography of a specific building, permission must be received from the relevant tenant contact or Press Office.
* Public Liability insurance certificate must be for a minimum of £10 million.
* Generally we cannot provide permission to film or photograph within any of the office buildings.