



Filming Request Form

APPLICATION FOR PERMISSION TO FILM IN MUGDOCK PARK.

REQUEST DETAILS:

Name:

Organisation / Company:

Position:

Address:

Phone:

Email:

Name of production:

Please indicate the area to be used. Ideally, a red-line boundary delineating the area should be enclosed. In the absence of this, please be as clear as possible in describing the area to be used.

Proposed date(s) of filming:

Dates for set-up/removal access if relevant:

Please estimate the maximum number of people at the Event at any one time.

DOCUMENTS REQUIRED (please include the following with your application, put an X in the box if attached):

Certificate of public liability insurance certificate

Risk assessment for filming

Details of equipment to be used

Details of all vehicles, including HGVs, which are to be used and brought to location

EMERGENCY ARRANGEMENTS:

What provision has been made for First Aid?

What provision has been made for calling Emergency Services, if necessary (if using mobile please quote number)?

Have you notified Police Scotland of the filming? YES

NO

FOR FILMING WITH UNMANNED AERIAL VEHICLES (drones), WHERE APPLICABLE:

Are you a Civil Aviation Authority
SUA Approved Operator? YES NO (if no then you will not be able to operate a drone
for filming purposes in the East Dunbartonshire
area)

CAA Approval Issue Date:

CAA Approval Expiry Date:

Will you employ spotters to ensure
that no member of the public comes YES NO
within 50 metres of the drone?

Fees

After submitting this form your request will be reviewed and a member of the Mugdock Park team will be in touch to discuss your requirements and the accompanying fees. Depending on the scale and nature of your request, a Licence to Occupy may be required. If this is the case, you will also be required to pay the Council's legal fee for preparing the Licence to Occupy.

If any fees are required, please confirm you agree to make full payment to the Council in advance of the filming

For official use

Charges £		for		days	Total charge £	
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You Agree that:

- That you will pay the Council's fees on written demand.
- That there will be no undue inconvenience to members of the public in the park.
- That instructions issued by Park Wardens and Council Officers will be observed.
- That you agree to indemnify Stirling Council (if in Mugdock Park area owned by Stirling Council) and East Dunbartonshire Council in respect of any injury, loss or damage to any persons or properties arising from negligent acts or omissions by yourselves, your employees or contractors employed by you.
- No equipment is to be used other than those authorised by East Dunbartonshire Council.
- No cables are used across paths.
- No furniture, fixture, vegetation (including plants, trees or flowers) will be moved by you. If any damage is caused to the park then this will be reinstated.
- Mugdock Park will organise the reinstatement for any minor damages, and you will be required to pay for any costs incurred.

If any of these requirements are not complied with or you cause damage to the Park, then the Council will withdraw consent and will seek compensation for any damage caused.

PRIVACY NOTICE

The information provided on this form will be processed by East Dunbartonshire Council in accordance with the UK GDPR and the Data Protection Act 2018. Please read Mugdock Park's Privacy notice for more.

www.eastdunbarton.gov.uk/about/managing-information/privacy-notices/parks-open-spaces/mugdock-country-park/

I confirm that I have read the above conditions and agree to abide by them. I also declare that to the best of my knowledge and belief, that the information given in this application is correct and no material particulars have been omitted. I also agree to my contact information being stored by East Dunbartonshire Council.

Signed:

To be completed by an authorised Officer of East Dunbartonshire Council:

Location/s:

Permission granted for:

From (date):

Position:

Phone:

Signed:

Date: