

Student Filming Guidelines

1. Filming in the City of Port Moody must be approved by the City of Port Moody's Cultural Services Department prior to any filming activity.
2. Filming application fees will be waived for film school projects which meet the following criteria:
 - a) The project must be assigned by the instructor of a recognized school, and be part of the curriculum;
 - b) All personnel working on the project are doing so without financial compensation with the exception of industry professionals required for safety, stunts, specials effects etc.
 - c) The project is for academic use only, not to be used for commercial gain; and
 - d) There is no impact on parking, traffic or the public without prior written consent from the City of Port Moody.
3. All projects are subject to the City of Port Moody's filming guidelines and applicable bylaws. Contact the City of Port Moody Cultural Services Department for current guidelines.
4. Student Filming Applications and a signed copy of this page must be submitted no less than five working days prior to filming to the City of Port Moody Cultural Services Department.
5. The project contact assigned as Location Manager is responsible to the City and community for all filming activities and must be on set while on location.
6. Any deviations from the original filming schedule or activity must be approved by the Port Moody Cultural Services Department.

We, the undersigned, take full responsibility for the actions of all cast and crew and any ramifications resulting directly or indirectly from our filming activity. We also take responsibility for ensuring that all activity performed around the assigned area is done in an appropriate and safe manner, and that the activity is restricted to the assigned areas(s). We also agree to abide by the conditions of this application and all the City guidelines and bylaws.

Signature of Location Manager

Date

Signature of Instructor of School Representative

Date