

Regional District of Central Okanagan Filming Permit Application



APPLICATION

You may apply for a **Filming Permit** in Parks for:

- Commercial filming, motion picture, television, and photography
- Application **must** be submitted four (4) weeks prior to filming date

Filming Permit Fees:

- \$200.00/permit for short term filming (minimal set-up and less than 5 days)
- \$400.00/permit for long term filming (elaborate set-up and up to 10 days)
- Provide Insurance of at least 5 million liability that names Regional District of Central Okanagan as additionally insured
- Administrative Fee \$25.00

Filming Permit Applications must be approved by the Regional District of Central Okanagan Parks Department.

Requested dates of use: **From** **to**

Request times of use: **From** **to**

Applicant Name:

Organization/Company Name:

Address:

City: **Province:** **Postal Code:**

Phone Number: **Email:**

Purpose of proposed activity – provide details for the following information:

Name of park and the exact area within the park requested for filming:

What is the purpose of the filming activity:

Describe all staging equipment, parking needs, special effect locations, equipment locations, and access requirements:

Describe the schedule of film production including filming, wrap, clean-up, daily schedule, hours of operation and cast and crew:

List the type, number, and size of vehicles and equipment:

Describe any catering, sanitary facilities, and methods for litter/garbage removal:

Will any of the following be used during filming?

Weapons, discharge, explosions, flammable devices
Vehicle, water craft or aircraft use
Removal, disturbance or destruction of any natural resources
Artificial snow, hazardous materials or chemicals
Stunts of any kind (including vehicle or water craft)
Use of animals
Drones or fly overs
Introduction of plants or plant material

Describe any potential impacts on the park's environmental, cultural, or recreations values and give an explanation of what actions will be undertaken to mitigate impacts to the park:

INSURANCE

Applicants must obtain and maintain Commercial General Liability insurance coverage on terms satisfactory to the Regional District of Central Okanagan (the District).

The Regional District of Central Okanagan must be included as an "Additional Insured" with respect to claims arising directly or indirectly out of the use or occupation of the premises, or the activities of the Permit Holder, renter and/or their attendees.

Policy shall provide inclusive limits of not less than \$5,000,000.00 per occurrence, including Bodily Injury and/or death, and Property Damage liability, or such higher limits as the District may require from time to time. Such policy will also provide Medical Payments coverage with limits of not less than \$2,500 per person and \$10,000 per occurrence.

It is the sole responsibility of the renter to determine what additional insurance coverage, if any, including but not limited to Workers Compensation and Participants Insurance, is necessary and advisable for its own protection and/or to fulfill its obligations under the agreement. Any such additional insurance shall be maintained and provided at the expense of the renter.

Terms and Conditions

Permit Holder Responsibility: Permit holder is required to ensure the site area is appropriate for the activity; the activity is conducted in a safe, orderly manner; the activity is restricted to the assigned area; and the event activities do not interfere with other park users.

Regulations: All activities in the park must adhere to Regional Parks Regulatory Bylaw #1427.

Smoking: Smoking and vaping are not permitted in any RDCO Regional Park.

Cancellation: The RDCO reserves the right to cancel an event or activity due to unforeseen circumstances and will not be responsible for any costs or damages as a result of the cancellation.

Food Service: All food service providers require a food service permit from Interior Health Authority.

Insurance: A \$5 Million Liability Insurance Certificate for the event that names the “Regional District of Central Okanagan” as additional insured must be provided or purchased with the permit.

Alcohol: A person must not possess or consume liquor in a regional park without legally required permits, including a valid park use permit allowing that activity. Liquor service must meet BC Liquor Control and Licensing Branch (LCLB) requirements.

Property Damage: Any property damage which occurs during the permitted event, including set-up or take-down, is the responsibility of the permit holder. Damage to park property should be reported immediately.

Staking: Staking/ground penetration is NOT permitted for any temporary structures.

Power/Electricity: There is NO electrical power available in the park. Generators are allowed but must adhere to regulations under the BC Safety Authority Act.

Electrical Permit: Under the BC Safety Authority Act, a temporary electrical operating permit is required when using electrical equipment for temporary use and when the supply is greater than 5kVA (i.e. generators). Contact Technical Safety BC for more information on electrical permit requirements - <https://www.technicalsaftybc.ca/>.

Chairs: Chairs must have rounded bottoms – no chair legs that can break the surface of the grass.

Tents: Tents must be secured with sandbags/weights (not stakes or pegs). Pegging, staking/ground penetration is not permitted for any temporary structures.

Roping Area: No roping off or restriction of public access to any area within the park.

Vehicles: Vehicle access or gate access into parks is not permitted – all equipment must be carried by foot to the site.

Portable Toilets: One portable toilet for every 50 people is required and is to be arranged and paid for by the permit holder. Toilets must be removed from site immediately following the event.

Sound: Amplified sound is not permitted in any RDCO Regional Park – sound systems are allowed at a volume that does not disturb the peace or enjoyment of the park users in the area.

Garbage Removal: All garbage/recyclables generated by the event must be removed from the event site or charges will apply.

Permit Holder's initials to agree to Site Management Terms and Conditions

It is recommended that you read and understand Regional Parks Regulation Bylaw 1427 and the Regional Parks Services and Facilities Fees and Charges Bylaw 1428 to ensure that your event can be run in accordance with the regulations.