

Site Information Document - Commercial



Locality will:

- Liaise with production and owner at all times to organise site visits, answer questions, discuss fees etc.
- Ask production to complete an Intentions Form detailing all requirements.
- Discuss those intentions with the property owner.
- Draw up a Location Hire Agreement for both parties to sign.
- Supply invoices and collect payment on behalf of the owner.
- Sort out any after-shoot problems.

The Production must always:

- Supply evidence of Public Liability Insurance with a minimum cover of £5 million.
- Produce a Health and Safety Risk Assessment to cover the action on site.
- Pay the location hire fee before the first day of access.
- Pay a Damage Deposit ranging from £500 to £10,000 based on the amount of areas accessed/type of property/length of time on site.

When filming on site Production is expected to:

- Never remove, cover or block emergency signage.
- Remove all waste it creates at the end of each day and within the times of hire period. (Additional charges may occur if premises are not left in satisfactory condition).
- Supply security personnel to man the doors to the premises at all times.
- Touch machinery, hoists, control panels or open any shut cupboard.
- Avoid identifying the owner, any company, personnel, visitors or tenants, on screen in any manner by reputation, logos, colour schemes, personnel uniforms, badges, or banners unless specific permission has been obtained.
- Not to cover smoke detectors without consent and then to ensure they are uncovered after the shot.
- Supply personnel to check the location with the owner after the shoot and complete the Sign Off Sheet.

Terms:

- Cancellation fees are 100% if cancelled after both parties have signed the Location hire Agreement.
- Power is charged for meter readings must be taken.
- Film days are 12 hours - Photoshoot days are 10 hours - Unit base is up to 24 hours

Disclaimer: All data, imagery, and information is provided without warranty or any representation of accuracy, timeliness or completeness. The content of the information is solely a guideline and is subject to constant change.

Description of property

Small fort / castle surrounded by a moat. A fantastic rooftop area and 360 views. Next door is LOC5426

Property

Main rooms available	whole fort can be used
Number of floors	Other than the school area all access is ground floor, no lift.

Roof access	yes easy access to roof
Shared site/tenants	none
Toilets can be used	yes
Electrical supply on site	no
Heating	none
Noise from schools/transport	Campsite on site is busy in summer months, with a reasonable amount of noise due to location on busy shipping lane / recreational usage of water.
Ceiling height 20ft +	yes
WiFi	WiFi on site depending on area, recommended for production to bring star link etc
Drive inside building	no
Is sound proof	no
Floor covering required	only required in some areas
Specific H&S or PPE requirements	No specific PPE needed. The Client must have supplied a H&S RAMS and work within its guidelines. All H&S incidents must be reported immediately
Smoking policy	no smoking allowed on site
Directional signage can be put up	yes as long as taken down again

Access

Site visit requirements	9-5 is best for site visits
Permitted hours of access	Access from 6:30-23:00 - night shoots TBN. Recce times best between 9-5
Areas off limits	Occupied accommodation and activities stations when used
Width / height restriction	Crew access through automatic barrier Easy access for trucks Good disabled access throughout site
Disabled access	all access except the school is ground floor, no lift.
Max persons on site	250
Any restrictions	Make sure boat owners, coast guard, RNLI have an access route

Set Dressing:

Is Grade listed	Grade I listed - no permanent change to the building allowed
Move furniture	possible

Drill, nail, stick or fix	not allowed
Paint	not allowed
Dig/excavate	not allowed

Lighting:

Black out	is possible
Control of lights	is possible
Lighting from outside	is possible

Vehicles:

Parking on site	yes
Parking nearby	next door LOC5416 can offer space (separate negotiation)
Unit base	Plenty of space for unit base
Speed limit on site	10 mph maximum speed limit on site
Local Council	Hampshire

Owner will consider allowing:

Animals on site	yes
Nudity	possibly more information required
Smoking	no
Snow / Rain / Wind effects	yes
Immoral content / Drug scenes	possibly more information required
Drones	yes
Haze / Smoke effects	yes
Naked flame	yes