

# Site Information Document - Residential



## 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.
- 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 not charged unless production uses over 100 units. 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

This 1908 Victorian manor house is currently unoccupied. It have been fully refurbished with 15 ensuite bedrooms, a ballroom, 2 studys and sweeping lawns.

Some images show it as furnished, it is currently unfurnished and in great condition. The property consists of Tower court and West Court, two seperate houses within the building (as seen on the floor plan).

Open to long term hire.

Number of bedrooms	15
Number of floors	3
Outdoor areas	sweeping lawns, parklands and woods

Lift on site	no
Number of toilets on site	several
Number of kitchens on site	2
Production may cook in kitchen	yes
Electrical supply on site	yes 13 amp mains
Heating	yes radiators
Noise from schools/transport	some distant road noise
WiFi	none on site
Garage / outhouse can be used	none available
Basement / Cellar can be used	none available
Floor covering required	in some areas yes
Specific H&S or PPE requirements	none required
Directional signage can be put up	yes

## Household

Are willing to move out	yes
Neighbours do need informing	yes
Restrictions due to religious beliefs, allergies, phobias etc	none
Tenants Residents Association or Property Management Company	none

## Access

Site visit requirements	none of note
Permitted hours of access	anytime
Areas off limits	none
Width / height restriction	not applicable
Disabled access	ground floor only
Max persons on site	500
Any restrictions	none

## Set Dressing:

Is Grade listed	Yes Grade 2
Move furniture	is allowed - currently empty
Drill, nail, stick or fix	in some areas as long as reinstated
Paint	yes if reinstated
Dig/excavate	possible

## Lighting:

Black out	on ground floor its easy - higher levels less so
Control of lights	all can turn off / on
Lighting from outside	on ground floor its easy - higher levels less so

## Vehicles:

Parking on site	in front of house is a large turning circle
Parking nearby	yes
Unit base	neighbour can arrange unit base
Speed limit on site	none
Local Council	East Hampshire District Council

## Owner will consider allowing:

Animals on site	yes
Nudity	yes
Smoking	yes
Snow / Rain / Wind effects	yes
Immoral content / Drug scenes	yes
Drones	yes
Haze / Smoke effects	yes
Naked flame	yes