

SITE INFORMATION DOCUMENT - Commercial

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

An iconic venue spread over 5 floors. A large gated yard. With a mix of looks across the location, its variety of backdrops can work for a number of shoots.

PROPERTY

Main rooms available	5
Number of floors	5
Roof access	None
Shared site/tenants	None
Toilets can be used	Plenty of cubicles on each floor
Electrical supply on site	13A domestic. 16A single phase in the main hall.
Heating	
Noise from schools/transport	None
Ceiling height 20ft +	TBC
WiFi	None
Drive inside building	None

Is sound proof	Relatively
Floor covering required	None
Specific H&S or PPE requirements	Depends on numbers
Smoking policy	No spoking
Directional signage can be put up	

ACCESS

Site visit requirements:	None
Permitted hours of access	All
Areas off limits	None
Width / height restriction	TBC
Disabled access	Ground floor / no disabled toilets
Lift	None
Max persons on site	
Evacuation procedure	TBC
Any restrictions	None

SET DRESSING can production

Move furniture	Yes, if the items are placed back
Drill, nail, stick or fix	No
Paint	No
Dig / excavate	No

LIGHTING

Black out	Blackout is easily achieved
Control of lights	Yes
Lighting from outside	Yes, easily controlled by the production

VEHICLES

Parking on site	10
Parking nearby	
Unit Base	

Speed limit on site	
Local Council	Lewisham

OWNER WILL CONSIDER ALLOWING

Animals on site	Okay
Nudity	Okay
Smoking	Not inside the premise
Snow / Rain / Wind effects	No
Immoral content / Drug scenes	Okay
Drones	Okay
Haze / Smoke effects	Okay
Naked flame	Dependant

Notes	
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