

# 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

Converted factory with yard, garage and apartment.

## PROPERTY

Main rooms available	Living room/diner, garage and yard
Number of floors	2
Roof access	Not advised
Shared site/tenants	Yes but we rent out the units opposite
Toilets can be used	1 (pub for staff welfare available opposite the road)
Electrical supply on site	Domestic
Heating	Yes
Noise from schools/transport	Minimal
Ceiling height 20ft +	No
WiFi	Yes
Drive inside building	Yes
Is sound proof	No

Floor covering required	Yes
Specific H&S or PPE requirements	N/A
Smoking policy	No
Directional signage can be put up	Yes

## ACCESS

Site visit requirements:	12 hours notice
Permitted hours of access	9am - 6pm (with exceptions)
Areas off limits	Master bedroom and master bathroom
Width / height restriction	N/A
Disabled access	No
Lift	No
Max persons on site	50 ish
Evacuation procedure	Fire muster point opposite side of the road
Any restrictions	

## SET DRESSING can production

Move furniture	Can move 70% there are some that cannot
Drill, nail, stick or fix	Yes (must be filled after)
Paint	Yes (must be put back)
Dig / excavate	No

## LIGHTING

Black out	Yes
Control of lights	Yes
Lighting from outside	Yes

## VEHICLES

Parking on site	Minimal
Parking nearby	Multi Storey nearby and parking opposite available for rent
Unit Base	Old Deer Park
Speed limit on site	N/A

Local Council	Richmond
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**OWNER WILL CONSIDER ALLOWING**

Animals on site	Yes
Nudity	No
Smoking	No
Snow / Rain / Wind effects	Yes
Immoral content / Drug scenes	Yes
Drones	Yes
Haze / Smoke effects	Yes
Naked flame	Yes

Notes	
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