

**CO-OP FOOD ENQUIRY FORM (closed store)**

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| --- | --- | --- | --- |
| Your name |  | Mobile |  |
| Email |  | Job title |  |

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| --- | --- |
| Production company name |  |
| Name of Production |  |
| Type of production and/or brand name |  |
| Detail the scene(s) that you are filming |  |

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| --- | --- | --- |
| Date(s) of access required: | Time IN | Time OUT |
|  |  |  |

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| --- | --- |
| Where in the store do you want to shoot? |  |
| Total number of people on site: |  |

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| Are you filming nudity, sexual content, violence, stunts, weapons, with animals, pyrotechnics, etc |
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| Are you using specialised equipment such as drones, lighting cranes, raised platforms, etc |
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| Any big props or set dressing that you know of? |
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#### **Does production require:**

|  |  |
| --- | --- |
| Use of mains electricity? |  |
| Access to toilets? |  |
| Any parking? |  |

**Personnel details:**

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| Production Team: (please write down name of producer + production manager) |
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| Location Team: (please write down all team members who will be on site during the filming.) |
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| **Conditions / Restrictions** |
| **PROHIBITED**  The following is prohibited anywhere on Co-op property:   * Possession or use of illegal drugs * Use of alcohol on site. * Smoking or using a vape. * Any real weapon.   **CONTENT**  Imagery can only be used for a named project. Co-op does not give permission for photography to be sent to any image libraries.  The Co-op will not entertain any content, promotion or brand that:   * Could damage the reputation of the Co-op. * Involves gambling or illegal betting. * Has a distinct political bias or be used for political party propaganda. * Involves scenes of an inflammatory nature (racism, violence, inhumanity). * Contains explicit nudity, adult only content or scenes of a sexual nature. * Contains strong language.   **IDENTITY**  The Cooperative Group **must not be identified** unless specific permission has been approved by Co-op Media.   * No referencing of the Co-op in any manner, verbally or visually is permitted. * No Co-op insignia, colour schemes or logos are to be identifiable on screen   **LIAISING WITH THE PUBLIC**   * It is expected that all people associated with the production behave in a respectful and kind manner at all times. The store manager has authority to remove crew if health and safety is compromised. * Liaison with the public should be by a member of the production crew that has been well briefed on dealing with the public and their rights. * The general public may be politely asked to move out of the way or wait during a ‘take’ but the production has no right to enforce this. * Production is not to capture the image of any member of the public without their consent.      * Children, young people (under 18) and vulnerable adults cannot give their own consent to photography; the consent of a parent or guardian is required.   **SET DESIGN / PROPS**  The production will be asked to list all items bought into a store. These rules apply:   * The production must not bring into the store any fresh fruit or vegetables that have been sourced elsewhere. * Co Op staff only to move products and restack shelves. * Identifiable logos, brands and colour schemes may be temporarily covered or removed with the store manager's approval, but production will be charged for any damage caused. * Crew must never remove or cover emergency exit signage or any safety devices. |