



Sun Peaks Film Permit Application

Permit #

Date:

Name of Production:

Main Contact Name:

Email:

Mobile:

Production Company Name:

Address:

Phone:

Production Manager Name:

Email:

Mobile:

Onsite Location Manager Contact Name:

Email:

Mobile:

**Must be available during the entirety of the shooting. See Terms and Condition #2*

Permit Dates (Prep through wrap):

Type of Production (please check):

☐	Feature	☐	TV Series
☐	TV Film	☐	Reality TV
☐	Commercial	☐	Live Broadcast/Stream
☐	Multi Media	☐	Still Photo
☐	Other	☐	

Shoot Times & Duration:

Shoot Location(s):

Crew Size:

Cast Size:

Number of Production Vehicles:

Special Effects/Stunts:

Drones:

Animals (Please provide holding arrangements):

List anticipated services needed (i.e. Municipal electricity):

Site Maintenance Plan (clean up/waste removal):

Other Comments:

The following must be provided before a Film Permit will be granted.

1. A completed Film Permitting Application Form, including a letter of intent.
2. A non-refundable Film Permit Application Fee of \$100. (cheque, VISA, Mastercard or Debit)
 - a. If the production budget is under \$50,000 the fee will be reduced to \$50 provided a budget is included with the application.

Payable To: Tourism Sun Peaks
#13-3250 Village Way
Sun Peaks, BC, V0E 5N0

Contact: Colin Brost, Senior Director, Market Development
Mobile: 250-819-4000 Email: colin@sunpeakstourism.com

I hereby agree to all the terms and conditions in applying for a Film permit and /or agreements attached hereto and guarantee the fulfillment of terms set out in the time specified in this permit. I also understand and agree that I am fully responsible for the safety of the public and those working on this project notwithstanding anything in this permit to the contrary.

Authorized Permittee's Signature:

Permit Issued By:

Terms and Conditions

1. A Film Permit will not be issued without receipt of proof of insurance, Production Safety Plan, approved drone usage if applicable and a copy of the Business License at least 30 days prior to filming.
2. The Permittee must designate a representative from the production company who is responsible for all film company activities and must be on site for the duration of production. A 24-hour contact telephone number must be provided. The representative is responsible for ensuring all cast and crew are informed of and abide by the terms and conditions of this Permit.
3. The Permittee must arrange in advance parking of all vehicles associated with the production. Only essential vehicles may be parked on municipal streets. No parking is permitted in fire lanes.
4. The Permittee must conduct production so as not to interfere with normal traffic flow along Sun Peaks streets and pedestrian areas without prior permission. Tourism Sun Peaks may require the Permittee to post warning signs, erect barricades or employ qualified flag persons as a condition of permitting street closures.
5. The Permittee shall restore all locations to its original condition, to the reasonable satisfaction of Tourism Sun Peaks and Sun Peaks Mountain Resort Municipality and shall conduct operations so as not to cause damage or leave waste. The Permittee acknowledges that it must not create a hazardous condition by leaving bear and animal attractants, including without limitation food and garbage.
6. The Permittee shall ensure that, when filming is completed for the day, all film locations are left in a state which is not a hazard to members of the public using that location.
7. Recordings or photography are to display the following credit line identifying the area used as a site location.

Filmed in Sun Peaks, British Columbia, Canada

8. This Permit may be revoked without notice and without payment of any damages if the Permittee does not comply with the terms and conditions of this Permit or with applicable legislation.
9. The Permittee may not deviate from the production specifications listed herein or from the terms and conditions of this Permit without prior written consent by Tourism Sun Peaks, Sun Peaks Mountain Resort Municipality or Sun Peaks Resort LLP.
10. This agreement shall be governed by the laws of the Province of British Columbia and the Permittee agrees to submit to the jurisdiction of the courts of British Columbia.

TOURISM SUN PEAKS

#13 – 3250 Village Way, Sun Peaks, BC V0E 5N0 (250)578-5380

www.sunpeaksresort.com