

# Filming Application

## CMHC Granville Island Policy and Procedure on Filming & Film Production Companies

Area: Public Affairs & Programming  
Topic: **Filming** at various locations on Granville Island  
Responsibility: Manager, Public Affairs and Programming

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### Authorization

#### 1.0 Purpose

To outline Granville Island policy and procedure on filming at various locations on Granville Island.

#### 2.0 Policy

Contracts for the commercial shooting of films, video tapes, still photography, etc., on the Island are subject to approval of the Granville Island Office. (see Filming Application Form)

Granville Island may not be identified without special permission. All commercial filming requests shall be reviewed to assure that usage will not be abusive of the Island or of the purposes of the Island. Such review may include story boards, scripts, interviews with Producers/Directors/Location Scouts, or on-site monitoring.

In addition to a daily location shooting, film companies shall be charged for all out-of-pocket expenses which may be incurred as result of the shoot: staff-time, supplies, electricity, clean-up, security, revenue loss, etc. A security damage deposit is required

Cheques in all instances, shall be payable to Canada Mortgage & Housing Corporation and drawn on a Canadian bank.

**All vehicles required by the crew must be parked in authorized areas and associated parking fees must be paid in advance. All fees including damage and security deposits must be collected prior to shooting.**

All film companies must present evidence of insurance coverage, Personal Liability and Property Damage, at limits not less than five (5) million dollars for feature films and two (2) million dollars for smaller indigenous feature films, documentaries and TV commercials or lower risk production.

Fees for commercial use of Granville Island will be as follows:

**(A) Motion Picture / Television / Videotape Shoot**

Filming Day: \$3,000.00 + G.S.T.

**(B) Still Photography**

Full-day: \$500.00 + G.S.T.

*Special fee rates may be negotiated and approved only by the Manager, Public Affairs & Programming and / or the Manager, Granville Island.*

In filming individual tenants' stalls / shops, or traffic areas near such stalls or shops, permission from each tenant must be obtained and separate agreements negotiated with each. Filming must not in any way interfere with business, or traffic on the Island, or the public's enjoyment of the Island.



# Filming Application Form

Name of Applicant: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of company for whom film is being made: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Purpose of the filming: \_\_\_\_\_

Title of the film: \_\_\_\_\_ Rating of the film: \_\_\_\_\_

Name of the film company: \_\_\_\_\_

Name of person in charge of crew: \_\_\_\_\_

Name of crew members:  
\_\_\_\_\_

Date & times requested: \_\_\_\_\_

Location and size requested: \_\_\_\_\_

Parking requirements: \_\_\_\_\_  
\_\_\_\_\_

Type of parking authorized: \_\_\_\_\_

Parking Fees: \_\_\_\_\_ Filming Fees: \_\_\_\_\_ (Please make cheques payable to C.M.H.C.) Paid

Conditions: \_\_\_\_\_  
\_\_\_\_\_

*In signing this application, the applicant agrees to assume responsibility for any damage to the Island as a result of filming and causes no interruption to the business and parks of the Island, except as authorized by C.M.H.C. – Granville Island. In some cases a certificate of insurance naming C.M.H.C. as additional insured may be required.*

Applicant Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

CMHC-Granville Island Approval \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

CMHC-Granville Island Contacts Weekdays: \_\_\_\_\_ Weekend: \_\_\_\_\_

**Please fax this form to Fax: 604.666.7376  
or email [graphics@granvilleisland.com](mailto:graphics@granvilleisland.com)**

Original to: Manager, Public Affairs & Programming  
cc: Manager, Operations & Maintenance, Public Market Manager, Commissionaires, Security,  
Market Coordinators, Market Maintenance Supervisor, Information Centre Staff, Other(s) list: