

# Commercial Filming Guidelines



## 1. Objective

To ensure commercial filming on Hydro Tasmania assists, where possible, in promoting community awareness and understanding and support for its activities, and is carried out in a manner that does not compromise operational, conservation and other management objectives. These guidelines also enable a financial return to be obtained from the commercial filming use of Hydro Tasmania's assets, in recognition of the financial cost of maintaining and managing these resources.

## 2. Background

Filming of areas owned or managed by Hydro Tasmania can make a significant contribution towards helping to raise awareness of the Corporation's activities and promoting the appreciation and use of those assets and Hydro Tasmania's objectives. However, there is a need to ensure that the activities of film crews do not damage the environment, conflict with the enjoyment of other users, incorrectly present information or show inappropriate activities that may compromise Hydro Tasmania's policies. These guidelines should be used as a means to educate filmmakers of their responsibility that the way the area is portrayed in the final film product should be consistent with user responsibility to protect and respect that environment.

## 3. Scope

These guidelines apply to commercial filming activities on all Hydro Tasmania's land and facilities.

### **Commercial filming is defined as:**

*Any filming which is undertaken for a financial consideration, either on consignment for another party or with a view to selling or hiring the imagery obtained, or for promotion of a product or service, and includes still photography for advertising purposes.*

### ***For the purposes of these guidelines, commercial filming includes:***

- Commercial Filming (advertisements)
- Feature Filming (cinema, video and TV)
- Documentaries and Tourism Promotions
- Educational and Government Sponsored Filming
- Stills Photography for advertising purposes

News of the day (electronic and print) and current affairs do not meet this definition. These activities do not require approval, a permit or the payment of fees. However they should be encouraged, where possible, to comply with the objective of these guidelines.

## **Guidelines**

### **4. Approval Authority**

The authority to approve commercial filming on Hydro Tasmania's properties and facilities is given to Corporate Affairs (or delegate) for all filming productions.

The Manager Corporate Affairs may delegate approval authority to other relevant staff, for consideration of special local requirements.

The approval can be granted following the completion of the application form with the provision of relevant information and payment of fees, as required.

### **5. News of the Day (electronic and print)- Exempt**

Television and print news of the day and current affairs will not require approval, a permit or the payment of filming fees. However television and newspaper media should be contact the Manager Corporate Affairs prior to filming to determine any special requirements, relevant management issues etc.

### **6. Stills Photography**

Stills photography, which is associated with an advertising agency or is for advertising use, will require approval and a fee will be charged (see schedule of fees). *All other still photography will not require approval.*

### **7. Acceptable commercial filming activities**

Commercial filming is acceptable if it portrays the area in a manner, which is consistent with the objectives of Hydro Tasmania's policies (including any conditions of approval). Any variation from these objectives must be negotiated before approval is granted and be stated clearly in the conditions of approval.

On Hydro land and facilities the following conditions apply:

(i) The major factors to be considered when assessing the merits of applications for commercial filming on hydro property will be:

- compatibility of such filming with the purposes of Hydro Tasmania
- environmental impacts
- impacts on visitor services
- safety of participants and spectators
- availability of alternative venues

(ii) Filming will only be permitted in the designated areas

(iii) Structures will not normally be permitted to be erected in association with Commercial Filming. A pre-condition for erecting any temporary structure is that it is removed promptly upon completion of the event and the site is rehabilitated. A bond may be held against appropriate reinstatement.

### **8. Prohibited activities**

Any filming activities must conform to the provisions of the *permit* issued by Hydro Tasmania.

**For example:** vehicles may only be used on formed roads and in compliance with speed limits. Firearms, pets, domestic animals, damage to vegetation and disruptions to operational activities are prohibited. Fires are only permitted in authorised fireplaces or stoves, and any constructions must be temporary and must not disturb the ground without specific approval.

However, in special circumstances an exemption to the provisions of these acts may be negotiated. The nature of the exemption must be included in the 'conditions of approval' (see filming agreement)

## **9. Booking the Filming Session**

Twenty-one day's notice for Commercials, Production Films and Documentary production and seven days notice for Stills Photography (for advertising purposes) is preferred prior to the proposed commencement date. Hydro Tasmania will require a brief rundown of the content and a filming schedule. If there is any doubt a full script can be requested.

Booking should be made via Corporate Affairs.

Corporate Affairs should consult with land and Facilities Management in regard to permits and to the relevant business unit to ensure availability of the proposed venue and supervisory personnel and to identify any relevant site management issues.

## **10. Filming Agreement**

The parties concerned must complete a filming application form. It must be completed even where fees have been waived.

Extra conditions of approval in response to local management issues may be attached to this agreement at the discretion of Corporate Affairs (or delegate).

Any other permits required for filming activities, such as, an Aerial Access Pass, should also be brought to the attention of the applicant, via the conditions of approval.

## **11. Aerial Access**

Flight activities must conform to all statutory regulations. Where the land has mixed use with another party (ie DPIWE), the co-occupier must be consulted.

Normally helicopter landings will only be permitted for management purposes or activities in keeping with management objectives for the area or if otherwise approved by Hydro Tasmania

## **12. Fee charged**

Under these guidelines, a fee should be charged for commercial filming according to the schedule of fees (attached).

The scheduled fee (or part there of) may be waived at the discretion of Hydro Tasmania, for educational and tourism filming which is likely to increase appreciation, awareness and understanding of Hydro Tasmania's activities and which benefits the objectives of the Corporation.

Filming that is sponsored by the Federal or Tasmanian Government Tourism Department(s), must supply proof of their support in writing to obtain a fee exemption. Applicants seeking a

blanket fee exemption for tourism or educational 'Commercial Filming', should be directed to Corporate Affairs to obtain written approval.

### 13. Bond

A bond (or guarantee) may be required for the purposes of repairing any damage or cleaning up after the event. The amount will be determined in each case (at the discretion of Hydro Tasmania), based on the activities proposed and the number of people and equipment involved.

### 14. Public Liability and Indemnity Insurance:

#### Public Liability Insurance

The party (both fee paying and fee exempt) carrying out the photography or filming must carry a minimum of \$10,000,000 public liability insurance. A copy of the Policy and its wording should be included with the application form.

#### Indemnity Insurance

The Department is not liable for any loss or injury incurred to the party carrying out the photography or filming on Hydro Tasmania's land and facilities. They must therefore carry indemnity insurance to cover themselves.

### 15. Payment

All fees collected from the application of this policy must be paid Hydro Tasmania before filming commences.

### 16. Previewing of the final film

Previewing of the final film product (in rough cut form) may be requested at the discretion of Corporate Affairs to ensure that the area being filmed is portrayed in a manner consistent with the objectives of Hydro Tasmania and the conditions of approval.

Hydro Tasmania undertakes to provide a response to this previewing within 24 hours of the rough cut film/video being submitted.

### 17. Acknowledgment

The producers will be obliged to place the following in the credits, where credits are given:

**Produced with the assistance of Hydro Tasmania.**

**Or**

**Produced with the assistance of the staff of the Hydro Tasmania.**

**Or**

**Filmed at ..... - Tasmania**

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### Pricing Schedule

The following fees are payable in advance:

#### Production Crew Size (\*)

1-3 people	4-8 people	>8 people
\$82.50 per day	\$165 per day	\$550 per day
\$165 per project	\$330 per project	\$1100 + neg. per project. **

*(Fees GST Inclusive)*

(\* Includes those involved directly with production, eg. actors etc.)  
(\*\* Large-scale commercial productions will be subject to a negotiated fee)

**For;**

- Commercial Filming (advertisements)
- Feature Filming (cinema and TV)
- Documentaries
- Stills Photography intended for advertising use

**Note:** The fees charged for productions using a crew size greater than 8 people are greater than \$1100, the total charged to be negotiated with Hydro Tasmania.

Commercial Filming by productions, using less than 9 people, that will cause a major disruption to the operational activities of Hydro Tasmania, or result in a major inconvenience to other users, may incur an extra fee negotiable with Hydro Tasmania.

**The following filming activities are Nil charge:**

- Educational or Tourism Productions deemed beneficial to Hydro Tasmania's objectives with appropriate promotional message
- Federal or State Government Tourism Department Sponsored Filming
- News & Current Affairs
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**Note:** Nil charge filming activities must complete the attached 'Filming Agreement' to obtain a Filming fee exemption.

**Supervision/guiding fees**

**Weekdays**

\$275 per person /day  
or \$55 per person /hour

**Weekends & Public Holidays**

\$385 per person /day  
or \$66 per person /hour

**Note:**

*(Fees GST Inclusive)*

- *Actors Equity charges will apply for Hydro Tasmania staff used on camera in fee paying productions*
- *A Supervision/Guiding Fee will be charged for management supervision in cases where Hydro Tasmania deems it necessary to provide supervision, eg. in sensitive management areas, or when the film maker requests the assistance of Hydro Tasmania experts.*
- *The higher weekend supervision rate is in response to the greater pressure placed on Staff penalty rates.*