



P.O. Box 190
51 Toronto St. S
Uxbridge, ON L9P 1T1

Film Location Permit

Roads Information
905.852.9181 - Phone

Film Liaison Office
905.852.9181 - Phone

Permit Submission
905.852.9674 - Fax

Name of Applicant:	_____	Date:	_____
Position/Title:	_____		
Production Co.:	_____	Phone:	() _____
Address:	_____	Mobile:	() _____
	_____	Fax:	() _____
	_____	24	
	_____	hour:	() _____

Film Title: _____

Location Sites:	1.	_____	<u>Date</u>	<u>Time</u>
(All public roads and properties - use second page if necessary)	2.	_____	Commencement of Filming	_____
	3.	_____	Completion of Filming	_____
	4.	_____	Completion of Restoration	_____
	5.	_____	(if applicable)	_____

Activity Description:
(state purpose of road occupancy, attach extra pages as required)

Check as appropriate:

- | | | |
|--|---|---|
| <input type="checkbox"/> Intermittent traffic stoppages
PDO required | <input type="checkbox"/> Road closure
5 working days required | <input type="checkbox"/> Traveling shots
PDO required |
|--|---|---|

Applicant's responsibilities before filming to commence:

Please check any applicable boxes

- PDO on site.
- Businesses and residences to be notified – a draft letter must accompany this application.
- Copy of insurance – naming the Township of Uxbridge as an additional insured in an amount not less than 5 million dollars must accompany this application.
- The production company must notify the Township of Uxbridge of any filming activity before 6:30 am or after 8:00 pm.
- The production company must notify the Township of Uxbridge of the use of SPFX and gunfire – Fire Services personnel may be required.

Special Conditions – office use only

<p><u>Production Company</u> I/we hereby agree to all terms and conditions set forth with this permit and agree to assume all costs for damages and/or restoration. Do not sign until special conditions applied and permit approved.</p>
<p>Accepted for Production Company</p>

Permit Approved: _____ **Date** _____

Film Liaison Office/Road Authority

Film Location Permit

Terms and Conditions

1. An application for a permit shall be completed and returned not later than 3 working days, exclusive of Saturdays, Sundays and holidays, prior to the filming activity. This permit must be retained for inspection during production.
2. All applicants must supply proof of insurance for not less than \$5,000,000.00, naming the Township of Uxbridge as an additional insured.
3. Adequate signage to guide the motorist or public around the site, will be supplied, erected and maintained, as directed by the Road Authority.
4. All barricades, signs and signals shall be to the satisfaction of the Road Authority.
5. Through traffic must be maintained at all times.
6. Traffic may be stopped in any direction for no longer than three minute intervals.
7. Pay duty police officers with at least one cruiser must be on site when traffic is stopped for any length of time in any direction. This requirement will be reviewed by Township staff.
8. All Public roads and properties used for filming or parking must be stated on this permit.
9. No permanent or temporary fixtures or road signs may be covered, removed or altered in any way without the express written approval from the Road Authority.
10. Vehicular and pedestrian access to all properties must be maintained.
11. Any required maintenance and the repair of any Public roadway or property will be carried out by the Municipality, at the expense of the applicant.
12. The applicant must, when refuse collection will be interrupted as the result of filming activity, be responsible for making alternate arrangements which are satisfactory to the Municipality and the affected property owners.
13. All vehicles forming part of the production, which exceed the maximum width restrictions of the Highway Traffic Act, shall be escorted to and from the film location by the Police.
14. The applicant shall be responsible for all costs, including lost revenue, associated with the reservation or removal of parking meters.
15. The applicant shall be responsible for the removal of litter and restoration of the event site.
16. Applicants must notify in writing any resident that may or will be affected during the process of filming. Copy of letter to be provided.
17. Applicants must at all times comply with local regulations regarding parking, restricted areas, fire hydrants unless otherwise specified by the Road Authority.

**Terms and Conditions
(cont'd)**

18. Municipal Noise By-Law must be adhered to at all times. Any activity after these hours will require written permission from the Municipality.
19. Be advised the Municipality may be required to enforce the three hour parking By-Law in certain residential areas.
20. At certain times of the year (March/April) load restrictions are in effect on most streets.
21. If the road is to be partially closed, or traffic restricted in any way, it is the responsibility of the applicant to contact the following agencies to inform them as to the dates of commencement and completion of filming.

Durham Region Police Services	905.579.1520	Uxbridge Fire Services	905.852.3393
EMS (Emergency Medical Service)	905.665.6313	Go Transit	416.839.3200
Durham Region Separate School Board	905.576.6150	Durham Board of Education	905.668.2711

22. The applicant must complete an application for event approval for Pyrotechnical Special Effects and submit it to the Uxbridge Fire Department for approval.
23. A special effects plan must be submitted. The applicant must contact the Fire Prevention Officer to confirm if a site inspection is required prior to filming activities.
24. Note that Durham Regional Police do not supply pay duty officers for special effects or give approval of any fire arms used on the set.



Township of Uxbridge Fire Department Pay Duty Request

Please print clearly

Business Name: _____ **Contact Name:** _____

Billing Address: _____

Street # & Name Suite City Province Postal Code

Business Phone: _____ **Fax:** _____

Alternate Phone: _____ **Email:** _____

Location of Pay Duty (Address): _____

Description of Pay Duty i.e.: _____

Date Requested	Times (am/pm) (3 hour minimum)		Number of Fire Personnel Required	Number of Fire Vehicles Required	Type of Vehicle	Special Equipment
	From	To				
Fire Department Pay Duty Rates					Fee	Total (including HST)
1.	Request for Fire Dept. Standby for fire department employee (minimum 4 person crew)			65.00 per hour	73.45	
2.	Required Standby Request			410.00	463.30	
	<input type="checkbox"/> Per Vehicle for the 1 st hour or part thereof			205.00	231.50	
3.	<input type="checkbox"/> Per Vehicle for the ½ hour or part thereafter					
	Any other expenses as determined by the Fire Chief or designate					

Approved by Fire Department

Date



Private Location Notification Form

Filming Location _____ Date of Filming _____

Location Address _____

Production Title _____

Type of Production

- Feature Film TV Movie TV Series Documentary Music Video Commercial

Production Company _____

Address _____

Producer(s) _____

Director _____

Type Effects (Please mark appropriate items with an X)

- | | | |
|--------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Fire/ Smoke | <input type="checkbox"/> Stunts | <input type="checkbox"/> Gunfire |
| <input type="checkbox"/> Explosions | <input type="checkbox"/> Special Effects | <input type="checkbox"/> Noxious Gas |
| <input type="checkbox"/> Fighting | <input type="checkbox"/> Other _____ | |

Please identify where vehicles will be parked? _____

Please indicate country of origin for your production

- Canada US Canada/US Co-Venture
- Co-Production between Canada and _____
- Foreign (specify) _____

Budget Information (Please indicate whether amounts are in Canadian or US funds)

Total Budget \$ _____ Cdn/US Spent Locally \$ _____ Cdn/US

TV Series \$ _____ Cdn/US per episode x _____ episodes = \$ _____

Would you be agreeable to forward to our liaison office negatives/prints/digital images (2 maximum) upon completion of your film shoot? YES NO

Please fax or mail completed form to the Township of Uxbridge

Film Liaison Office
 Fax: 905.852.9674 Phone: 905.852.9181
 P.O. Box 190, 51 Toronto St. S



Township of Uxbridge

(Includes Altona, Brown Hill, Glasgow, Glen Major, Goodwood, Leaskdale, Roseville, Sandford, Siloam, Udora and Zephyr.)

Location Fee: \$500.00 + H.S.T. per day
 \$1,000.00 + H.S.T. for 3 consecutive days
 \$1,750.00 + H.S.T. for 4 to 7 consecutive days
 \$2,500.00 + H.S.T. over 7 consecutive days

G.S.T. # R122059843

Resolution No. 2000-058 – Passed by the Township of Uxbridge Council June 12, 2000
“That the Council of the Township of Uxbridge hereby stipulated that no parking of film set vehicles be permitted on Brookdale Road allowance which would inconvenience the area residents and that all residents have access to their properties at all times”

When Filming on Brookdale Road in the Township of Uxbridge, production companies must adhere to the following”

- 1) No road closures
- 2) No traveling shots
- 3) No intermitten stops
- 4) Parking of all vehicles on one side of the road only
- 5) No stoppage of traffic
- 6) No interference with residential driveways

Jo Ann Merrick, *Film Liaison and Permits*
P.O. Box 190, 51 Toronto St. S, Uxbridge, ON L9P 1T1
Tel: 905-852-9181 Ext. 202
Fax: 905-852-9674
Email: jmerrick@town.uxbridge.on.ca

Ben Kester, *Works Department – Director of Public Works*
P.O. Box. 190, 51 Toronto St. S, Uxbridge, ON L9P 1T1
Tel: 905-852-9181 Ext. 215
Fax: 905-852-9674
Email: bkester@town.uxbridge.on.ca



Fire Department

Scott Richardson, Fire Chief
P.O. Box. 370, Uxbridge, ON L9P 1M8
Tel: 905-852-3393
Fax: 905-852-0125
Email: srichardson@town.uxbridge.on.ca

Ken Maynard, Fire Prevention Officer Liaison
P.O. Box. 307, Uxbridge, ON L9P 1M8
Tel: 905-852-3393
Fax: 905-852-0125
Email: kmaynard@town.uxbridge.on.ca

Sanitary Dumping Facilities (for holding tanks of trailers/RV's only)

Pete Chaput, Supervisor
Uxbridge-Brock Dumping Facilities
129 Main St. N, Uxbridge, ON L9P 1C7
Tel: 905-852-7602
Fax: 905-852-5533
Email: peter.chaput@durham.ca

Waste Transfer Station (Recyclable Waste Only)

Frank Lombardo, Supervisor
Scugog Waste Management Facilities
1623 Reach St., Port Perry, ON L9L 1B8
Tel: 905-985-7973
Cell: 905-261-6755
Fax: 905-985-6933
Email: frank.lombardo@durham.ca



Water Hydrant Control

Dave Dennis,, District Superintendent
Scugog Depot
10 Regional Rd. 21, R.R. #4, Port Perry, ON L9L 1B5
Tel: 905-985-7170
Fax: 905-985-4581

School Boards & Educational Institutes

Noreen Arnold, Coordinator of Community Schools
Durham District School Board
400 Taunton Rd. E, Whitby, ON L1R 2K6
Tel: 905-666-6310
Fax: 905-666-6311
Email: arnold_noreen@durham.edu.on.ca

Patricia Manson, Director of Education
Durham District Catholic School Board
650 Rossland Rd. W, Oshawa, ON L1J 7C4
Tel: 905-576-6150
Fax: 905-721-8239
Email: patricia.manson@durhamrc.edu.on.ca

Hospital (Open 24hrs)

Nancy James, Executive Assistant
Uxbridge Cottage Hospital
4 Campbell Dr. Box 5003, Uxbridge, ON L9P 1S4
Tel: 905-852-9771
Fax: 905-852-5560
Email: najames@msh.on.ca



Conservation Authorities

Manager of Admin. Services & Real Estate

Durham Regional Forest

105 Consumers Dr., Whitby, ON L1N 6A3

Tel: 905-668-7721 Ext. 5275

Fax: 905-668-2051

Cemetery

Uxbridge-Scott Museum

7239 Concession 6, Uxbridge ON

Tel: 905-852-5854

Fax:

Email: museum@town.uxbridge.on.ca