

**Application Form for Location Filming  
at Sites Controlled by Transport Department**

**To** : **Transport Department (Attn. : \_\_\_\_\_)**  
**(via Film Services Office)**

**Fax. No.** : \_\_\_\_\_

**Page(s)** : \_\_\_\_\_ **(including this sheet)**

**Details of applicant**

Name of Company : \_\_\_\_\_

Title of Productions : \_\_\_\_\_

Business Address : \_\_\_\_\_

Name of The Applicant : \_\_\_\_\_

Post of The Applicant : \_\_\_\_\_

Telephone/Pager Number : \_\_\_\_\_

Fax : \_\_\_\_\_

E-mail : \_\_\_\_\_

**Details of filming operation**

1. Date(s)	2. Duration
_____ (d/m/y)	from _____ hrs to _____ hrs
_____ (d/m/y)	from _____ hrs to _____ hrs

3. Details of location (please attach a detailed location plan and specify address and exact location where filming operation will take place, e.g. traffic and monitoring control room) :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Number of film crew members (including production staff and actors/actresses):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Whether the use of Government power supply or any other utilities is required (*please provide full details of the type and number of equipment(s) requiring power supply*).

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Notes

- (a) The synopsis/storyboard and a description of the scene to be shot has to be submitted together with this application form.
- (b) If this application is approved, a fee of \$6,640 will be charged for the first four hours and \$1,890 for each subsequent four-hour block, or part thereof. If extra Government personnel or equipment is required to take part in the filming, the actual cost plus overheads will be charged. A refundable deposit equal to the amount of the fee is also required. The applicant may be requested to effect a public liability insurance covering damage to the property and any personal injury or death.
- (c) Applications would be considered on case-by-case basis. Filming may be allowed during non-peak traffic hours, e.g. between 19:00 to 07:00 hrs, subject to availability of the venues. Transport Department shall reserve the right to reject any applications or further restrict filming hours.

Signature \_\_\_\_\_

Name and position \_\_\_\_\_

Date \_\_\_\_\_

Official Chop \_\_\_\_\_

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