



APPLICATION FORM FILMING IN A PUBLIC PLACE IN COUNTY WICKLOW

Contact Details	
Name & Address of Production Company:	
Contact Number:	
Email:	
Location Manager or Production Manager:	
Proposed Date, time, location	
Please refer to the attached map and tick relevant Municipal District:	Baltinglass <input type="radio"/> Greystones <input type="radio"/> Wicklow <input type="radio"/> Arklow <input type="radio"/>
Exact Location within MD: <small>(Screen Wicklow cannot approve filming on private lands therefore the applicant must ensure that the location is public land prior to submitting this application)</small>	
Proposed date(s) of filming:	
Exact time(s):	Start: Finish:
No. of Crew/Cast on location:	
Details on Production	
Production Budget Estimate:	Less than €1M <input type="radio"/> Between €1M - €5M <input type="radio"/> Over €5M <input type="radio"/>
Production Type	Film <input type="radio"/> Commercial <input type="radio"/> Series <input type="radio"/> Documentary <input type="radio"/> Other <input type="radio"/>
	National <input type="radio"/> International <input type="radio"/>
Please give details of any specific requirements	
Will road / footpath / parking bays, closure be necessary?	

Equipment	
What type of equipment will be used for filming?	
Total number of vehicles on location	
Are you planning on using a Drone for your filming? * PLEASE SEE TERMS & CONDITIONS (2).	
Insurance Details	
Public Liability Insurance	Yes <input type="radio"/> No <input type="radio"/>
Name of Insurance Company/Insurance Broker	
Policy Number	
Expiry Date	
Employers Liability Insurance	Yes <input type="radio"/> No <input type="radio"/>
Name of Insurance Company/Insurance Broker	
Policy Number	
Expiry Date	
Is a Health and Safety Plan Required	Yes <input type="radio"/> No <input type="radio"/>
*Please ensure Wicklow County Council is indemnified on both policies	
*No Permission to film will be granted until all required paperwork is received with completed application form.	
Declaration	
I, the undersigned confirm that the above information is true and factual	
Signature:	
Date:	

Terms and Conditions

1. Insurance

Wicklow County Council require a copy of the relevant insurance policy, cover should exceed €6.5million in respect of public liability and €13m in respect of employer's liability. The insurance policy must include an indemnity to Wicklow County Council.

2. Drone Usage

We will require –

- Proof of permission from the Aviation Authority if you are using a drone to film.
- Evidence of drone operations licence and Insurance.

3. Traffic Management

In the event that there will be disruption to the normal flow of traffic in the area the production company is obliged to liaise with the local Gardai.

4. Road Closures

There is an application form and a formal procedure to be carried out in order to close any public road. The application process will take eight weeks minimum.

A copy of the application form can be accessed here:

https://www.wicklow.ie/Portals/0/adam/Documents/NSLQuZ_I3Ee8TzsXhAP2kA/Link/Application%20form%20Road%20Closure-1.pdf

5. Credits & Use of Imagery

- Production company to facilitate Photo opportunities with Screen Wicklow during filming on location.
- Production company to supply and allow use of promotional imagery/ videos to Screen Wicklow.
- Wicklow County Council to be acknowledged in the credits.

6. Filming on beaches

- Beach & Foreshore Bye-laws must be strictly adhered to.
- The beach must be left free of litter and in the same condition as when entered.
- All damage must be repaired to the satisfaction of Wicklow County Council.
- Any Company wishing to film on or in the water must provide their own rescue boat/ water safety personnel.

- If filming on Brittas Bay Beach North or South an Appropriate Assessment Screening Report and Ecological Impact Assessment Report must be prepared and submitted with this application.

7. Fees

- From time-to-time Wicklow County Council may ask the production company to make a financial contribution to local groups where filming is taking place.
- An application Fee of €130 will apply to this application and must be paid via bank transfer, details are below:

Account No. 15587561
 Sort Code 90-67-34, Bank of Ireland, Wicklow.
 BIC BOFI IE2D
 IBAN IE78BOFI 90673415587561

8. Wicklow Mountains & National Parks

It is also important that once land is within a Special Areas of Conservation (SAC) or Special Protected Area (SPA) that filming gets the appropriate screening whether on State owned land or on private. If queries do arise, please do not hesitate to contact the OPW Conservation Ranger on email wmpn@housing.gov.ie

