

filmcommission

DONOSTIA - SAN SEBASTIÁN

SHOOTING AUTHORIZATION FORM

Details of the applicant

Commercial or company name

Address (street, town, post code and country)

Tax ID No. Director / Manager

Contact individual and position held in the company

E-mail Telephone Fax

Details about the production

Title of the project

Director of the project

Head of production

G. Special recordings (mark with an X if the shoot involves any of the following):

- | | |
|--|--|
| <input type="checkbox"/> Filming with weapons | <input type="checkbox"/> Filming with children |
| <input type="checkbox"/> Filming with animals | <input type="checkbox"/> Special effects |
| <input type="checkbox"/> Dangerous scenes | <input type="checkbox"/> Other, please specify |
| <input type="checkbox"/> Recreation of an emergency, crime, fire, etc. | |

Type of shoot

- Film:**
- | | | |
|---------------------------------------|-------------------------------------|---------------------------------|
| <input type="checkbox"/> Feature film | <input type="checkbox"/> Short film | <input type="checkbox"/> Advert |
|---------------------------------------|-------------------------------------|---------------------------------|
- Television:**
- | | | |
|---|---|---------------------------------|
| <input type="checkbox"/> Series | <input type="checkbox"/> Programme | <input type="checkbox"/> Advert |
| <input type="checkbox"/> Documentary / report | <input type="checkbox"/> Quiz/competition | |
- Video:**
- | | |
|--------------------------------|--|
| <input type="checkbox"/> Music | <input type="checkbox"/> Institutional / Corporate |
|--------------------------------|--|
- Other:**
- | | |
|--|--|
| <input type="checkbox"/> Photographic report | <input type="checkbox"/> Other, please specify |
|--|--|

Details about the shoot

Specify location (full address):

- Public road
- Parks and gardens
- Beaches
- Artikutza
- Other, please specify

Day Time Crew

Material and equipment (indicate weight and size):

- Simple equipment (ENG, camera, boom)
- Other (cranes, spotlights, etc)
- Prop placement

If any of the following are required, mark with an X

Access closed to pedestrians:

- The following area will need to be cordoned off.
Indicate the number of metres and area to be cordoned off

Reservation of parking facilities / space:

- Parking space required on the road.
Indicate location and number of metres required
- Parking space required in a pedestrianised area.
 - Vehicles under 3,500 kg
 - Vehicles over 3,500 kg (indicate weight and size)Indicate location and number of metres required
- Parking space required on the beach.
 - On the beach
 - On access rampsIndicate location and number of metres required
- Parking space required in parks and gardens.
Indicate location and number of metres required

If any of the following are required, mark with an X

Vehicle traffic:

- Occupying one lane of traffic on the road.
Indicate location and number of metres required
- Driving in a pedestrianised area.
 - Vehicles under 3,500 kg
 - Vehicles over 3,500 kg (indicate weight and size)Indicate location and number of metres required
- Driving on the beach.
Indicate location and number of metres required
- Driving in parks and gardens.
Indicate location and number of metres required

Vehicle access:

- Access vehicles required.
 - Vehicles under 3,500 kg
 - Vehicles over 3,500 kg (indicate weight and size)Indicate access point and number of vehicles
- Vehicles required for loading and unloading.
 - Vehicles under 3,500 kg
 - Vehicles over 3,500 kg (indicate weight and size)Indicate access point and number of vehicles
- Vehicles required for loading and unloading on the beach.
 - On the beach
 - On the access rampIndicate access point and number of vehicles
- Vehicles required for loading and unloading in parks and gardens.
 - Vehicles under 3,500 kg
 - Vehicles over 3,500 kg (indicate weight and size)Indicate access point and number of vehicles

Traffic control:

- Traffic controlled or denied access on the road.
- Traffic controlled or denied access in a pedestrianised area.
Indicate number of metres, area and time

Synopsis of the scene to be filmed

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This is a free service provided by the Film Commission. In order to obtain the relevant permits, the applicant must meet the following requirements:

- Provide a copy of the applicant's public liability insurance policy.
- Provide the statistics requested.
- Insert the logos of the Donostia-San Sebastián Film Commission and Ayuntamiento de Donostia in the credits or acknowledgements of the project.
- Submit a copy of the project.
- Accept all these conditions as well as those stipulated at the end of the application form.

Statistics

The information provided below will be confidential and only used to study and evaluate the impact of the audiovisual sector on our local environment. Production details will never be published separately.

Total production budget

Restaurants and food (%) Accommodation (%) Transport (%)

No. of people brought into the city Duration of stay in the city

Subcontracting of audiovisual companies:

Technical staff (production assistants, camera operators, sound engineers, etc) Artistic staff (actors, musicians, etc)

Extras Equipment rental (generator, crane, lighting)

Other sectors: please specify

Total investment in Donostia

I hereby request authorisation according to the information indicated above.

Signature and stamp of the applicant company

Yes, I accept the conditions.

In order to obtain the relevant permits and licences, the applicant company or organisation must send this application form to the Donostia-San Sebastian Film Commission **10 days in advance**. Applications can be sent by e-mail to filmcommission@donostia.org.

The applicant company or organisation takes full responsibility for any damage or injury that may occur. The applicant must attach a copy of the company's public liability insurance policy to the application form.

For **film shoots**, the **press book and credits** must reflect the collaboration of the Donostia-San Sebastian Film Commission. Depending on the decision of the Ayuntamiento de Donostia-San Sebastian and the agreement of the production company, the **pre-screening** of the film can be held in Donostia-San Sebastian, with the participation of the film director and the leading actors.

Once filming is complete, the applicant must **submit** a copy of the project to the Donostia-San Sebastian Film Commission. It must also **authorise** the Donostia-San Sebastian Film Commission to use its promotional products (webpage, leaflets, etc.), **the film promotion poster**, as well as other promotional formats that could be of interest.

The details included on this form will be treated digitally in accordance with the Spanish Data Protection Act (LOPD 15/1999). Rights to access, rectify, cancel and oppose any information held may be exercised by writing to the address indicated above.