

## GENERAL FILMING APPLICATION FORM

(Please note application form is not a permit to film)

Please state category of filming:	
News	
Drama/Documentary	
Current Affairs	
Commercial	
Date of application:	
Name:	
Address:	
Contact phone/mobile number:	
Email address:	
Reason for filming:	
Requested filming date:	
Requested start time:	
Requested end time:	
Medium the film will be shown:	
Outline of dialogue in scenes to be shot:	

Full name of crew and roles:

Please list your equipment (cameras, tripods etc.):

Please note: on receipt of your application form and after checking all the relevant details, if you are granted permission to film within The Friary Guildford a confirmation email will be sent to you.

### Declaration

\_\_\_\_\_ (Name of individual and/or company) agree to

- Undertake that any of our crew taking part in the activities will abide by any instructions made by staff of The Friary Guildford supervising the aforementioned filming.
- Undertake to credit The Friary Guildford (either on-screen during the programme, or in the broadcast script) as the venue being filmed or the location of filming unless otherwise agreed by The Friary Guildford
- Agree to adhere to the Method Statement and the Risk Assessment I have attached.
- Attached a copy of our Public Liability Insurance details at a minimum of £5,000,000.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of signature: \_\_\_\_\_

Please return this form to: [conciierge@thefriaryguildford.com](mailto:conciierge@thefriaryguildford.com)

You can alternatively post the form marked **GENERAL FILMING APPLICATION FORM** to:

The Friary Guildford  
Management  
Suite  
North Street  
Guildford  
GU1 4YT