

Filming on the Broadgate Estate

Listed below is our criteria for any filming/photography to use the estate areas on Broadgate.

We require the following detail from Film London/Location Managers before any individual agreement can be granted:

- At least two weeks notice is required for all filming/photography requests
- No Vox Pops will be allowed on site (interviews, pop videos etc)
- Filming/photography allocation of areas is within the estate areas. All building enquiries have to go to the relevant Building Management team
- All filming/photography enquiries must be accompanied by detailed Risk Assessments/Method Statements
- A valid copy of the users public liability insurance of at least £2M in value must be submitted with the Risk Assessments/Method Statements
- An onsite meeting is recommended for all filming/photography requests particularly those that are more complex
- Details on numbers of staff and equipment to be supplied so we can then determine whether or not the filming will have to take place at the weekend
- Confirmation of any auxiliary staff that are required to be in attendance – for example

Security
Cleaning
Engineer/Electrician
(Costs to be confirmed on application)

- Payment for all filming/photography and any auxiliary staff to be in attendance to be paid in full before date of activity
- A Filming/Photography Agreement must be signed by both parties
- There is to be no deviation from the Filming/Photography Agreement
- All filming/photography requires an access permit which will be issued by our Estate Team
- Location Manager must supply names and vehicle reg numbers that will be on site, before the permit will be issued
- There is no parking available on the Broadgate Estate

We cannot accept any filming/photography requests that fall into the following contexts:

- Religion
Racism
Sexual Nature
Political
Moralistic
- Any competitor of our landlord and/or our occupiers
- Disruption of the day to day business of the Estate
- No filming/photography of any occupiers logos without the written permission of the relevant occupiers

Student Requests

The criteria on the previous page is still relevant to any student filming / photography other than the fee (if their proposal is acceptable there is no charge). However they must provide the following:-

- A good copy/or actual NUS card
- A confirmation letter from their University /College lecturer on their headed stationery
- A valid copy of the University/College Public Liability Insurance certificate of at least £2M
- If their proposal is accepted the student will be allocated a Filming/Photography Agreement, which they will need to get signed by an authorised signatory from their University College.

Occupier Filming /Photography

Any requests from our occupiers for filming or photography should follow our standard guidelines in terms of advanced warning. We still require details of the 'shoot', in case their request coincides with any associated works on the estate. The majority of requests are straightforward photo shots of their building and so therefore do not require them to fill in a filming agreement.

Charges

Our current rate for all filming/photography on the Estate is £250+vat per hour, which is required in advance of any filming and/or photography on the estate at Broadgate.

Summary

The detail above is hopefully self-explanatory. If you are in any doubt please contact Veronica Costa as first port of call.