**FORM 8**

NATIONAL PARKS FILMING & PHOTOGRAPHY PERMIT

**APPLICATION FORM**

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| *Applicant name* |  |
| *Primary contact person* |  |
| *Email address* |  |
| *Telephone number* |  |

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| --- |
| *What do you propose to do within a National Park? (Check all that apply)* |
| *Film* | *Photograph* | *Drone use* | *Other:* |
| *Please state which National Park(s) you are requesting to use.* |
|  |
| *Please describe the proposed activity.* |
|  |
| *Start date of filming/photography* | \_\_\_\_\_\_\_(dd) \_\_\_\_\_\_\_ (mm) \_\_\_\_\_\_\_\_ (year)  |
| *End date of filming/photography* | \_\_\_\_\_\_\_(dd) \_\_\_\_\_\_\_ (mm) \_\_\_\_\_\_\_\_ (year)  |
| *Estimated duration of filming/photography?* | \_\_\_\_\_\_\_ hours/day  |
| *Time(s) of day the National Park(s) will be used?* | \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_ |
| *Number of people involved in the project?* |  |
|  |
|  | ***Type of Filming or Photography (tick applicable)*** |
|  | *Personal portrait (non-commercial)* |
|  | *Catalogue Shoot* |
|  | *Documentary/Promotional Shoots or Films*  |
|  | *Television Commercials and Music Videos*  |
|  | *Television Movies and Feature Films*  |

|  |  |  |  |
| --- | --- | --- | --- |
| *Applicant’s signature* |  | *Application date* |  |

*Typical Terms & Conditions of Permission*

* Payment is due once the application has been approved;
* Filming/photography cannot take place until payment is received;
* A permit will be issued and this must be on site during filming/photography;
* The natural environment within the national park shall not be impacted by, but not limited to, damaging vegetation, defacing objects or compromising historical sites;
* No park user shall be denied access to areas within the national park during the course of the filming/photography;
* A NPTVI employee may be assigned to observe the filming/photography.

*Commercial Filming/Photography*

* A digital and/or print copy of the finished work should be sent to NPTVI within three (3) months of publication;
* NPTVI is required to seek permission to use any of the supplied footage/photos, and if gained, would be subject to any/all conditions imposed by the copyright owner(s).

***NPTVI Use only***

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| --- | --- | --- | --- |
| *Approved/Denied* |  | *Director**Dr. Cassander Titley O’Neal* |  |
| *NPTVI staff assigned* |  | *Permit number* |  |

**APPLICATION GUIDANCE NOTES**

|  |  |
| --- | --- |
| Type of Filming or Photography | **Description** |
| Personal portrait (non-commercial) | Still photography of adults or children for personal use. |
| Catalogue Shoot | Still photography that promotes fashion, clothing or any other such related product or service. A catalogue shoot promotes items or products in a specific catalogue. |
| Documentary/ Promotional Still Shoots | Film or still imagery which promotes the BVI as a vacation destination or as a location. Material produced may also serve as supporting editorial material to a larger project. |
| Television Commercials and Music Videos | Still photography or commercial print advertisement or moving imagery associated with artistic endeavours (or otherwise).  |
| Television Movies & Feature Films | Production of movies shot for TV or feature film purposes.  |

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| **Type of Filming or Photography** | **Fee** | **Conditions** |
| Personal portrait (non-commercial) | $25 per hour | Additional charges will apply if activity is outside of NPTVI normal working hours and NPTVI supervision is required. |
| Catalogue Shoot | $500 per day | Fee covers multiple parks visited in one day, once approved and listed on the permit. |
| Documentary/ Promotional Still Shoots |
| Television Commercials and Music Videos |
| Television Movies & Feature Films |

1. Television commercials, movies, feature films, music videos etc. may be subject to higher fees dependent on the number of days for project completion or any additional special requirements.
2. Where projects occur outside of normal working hours or on weekends, the applicant is liable to pay for staff overtime costs if supervision is required based on the project or national park location.
3. NPTVI accepts payments and donations by bank wire transfer, business/cashier’s cheques, traveler’s cheques and credit cards.
4. Permits are typically sent to successful Applicants electronically upon receipt of payment, though hard copy delivery can also be arranged.
5. The Trust reserves the right to refuse any project application which (i) does not align with the mission and high values of the Trust, (ii) may serve to bring the NPTVI or the Territory into disrepute, or (iii) violates any local or international laws or basic human rights.
6. A person who films or photographs within a national park without the requisite permission commits an offence and is liable on summary conviction to a fine not exceeding five thousand dollars or imprisonment for a term, or both.
7. If there are breaches to the terms and conditions of the permits issued, penalties will apply if damage is done to the natural or cultural resources found within a park during the course of filming or photographing.

**To request assistance or further information, please contact NPTVI:**

**57 Main Street, P.O. Box 860, Road Town, Tortola, VG1110 Virgin Islands**

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