

## FILMING & PHOTOGRAPHY GUIDELINES

Perth Airport requires prior notification of all filming and photography on the airport estate, including the terminals and the Public Viewing Area (located on Dunreath Drive).

Perth Airport reserves the right to refuse permission to film or photograph due to safety, security or operational reasons.

### Application for filming or photography

All requests to film or photograph at Perth Airport must be submitted via the online request format at least 10 working days prior to the requested date of the shoot.

Requests submitted less than 10 working days before the proposed filming/photography will attract an additional \$500 fee.

### Terms and Conditions of Filming or Photography

- The safe, secure and efficient movement of passengers, freight and aircraft at the airport must not be interfered with. Perth Airport may relocate, defer or cancel any approved filming or photography activity at any time. In those circumstances, Perth Airport will not be responsible for any financial loss to any person or organisation.
- The site used for filming or photography must be kept clean, tidy and safe at all times.
- Filming must only be undertaken in the specified location/s in the application and must not be used for any purpose other than the purpose for filming or photography specified in the application.
- Persons or organisations wanting to film or photograph on the airside are subject to security access control requirements, including sighting of a drivers' licence or passport, as well as safety escort and supervision at all times.
- If filming on the airside, all persons must be accompanied by a member of the Corporate Affairs team and display a valid Visitor Identification Card pass which must be obtained for each person.
- No vehicle is to be left unattended in the vicinity of the airport, apart from in the public car parks.
- Perth Airport prefers the use of hand-held equipment only (no tripods) and that the number of crew attending is kept to a minimum. This is to ensure that filming does not interfere with passenger flow and/or processing.
- Prior to commencing filming or photography, persons/organisations must submit to Perth Airport a copy of the following:
  1. A certificate of currency of public liability insurance for an insured sum of \$20 million (as a minimum) and noting Perth Airport as a joint-insured for the purpose of access to Perth Airport on these terms and conditions.
  2. A certificate of currency of workers compensation insurance (if relevant).
  3. A completed Job Safety Analysis (JSA) highlighting any risks associated with the filming/photography.
- Persons or organisations accessing Perth Airport do so at their own risk and release Perth Airport from liability for any loss or damage of any kind.
- If any of these terms and conditions are, in Perth Airport Pty Ltd's reasonable opinion, not complied with, Perth Airport may terminate the right to film or photograph, and all persons associated with that activity will be required to immediately leave the airport estate. Should this occur, Perth Airport will not be responsible for any financial loss to any person or organisation.

## Filming and photography – fees

The fee will depend on the scale of the filming/photography session and will be determined by Perth Airport after the application has been received.

The minimum fees payable are as follows:

Photography (still) – Landside	\$500 + GST first hour, \$300 + GST per hour thereafter
Photography (still) – Airside	\$500 + GST first hour, \$400 + GST per hour thereafter
Filming – Landside	\$500 + GST first hour, \$300 + GST per hour thereafter
Filming – Airside	\$500 + GST first hour, \$400 + GST per hour thereafter
Late Filming Request Fee	\$500 + GST (one off fee)

*Fees also apply to the time taken to set up, from bump in to bump out.*

Should specific Perth Airport personnel or services be required to undertake the activity, a further fee may be levied. Depending on the location, timing and duration of the activity, additional fees may also be imposed to cover the additional deployment of security or safety personnel.

In all cases, filming or photography will not be permitted until the application has been approved and insurance details are provided. Payment is required prior to the day of filming, unless special arrangements to invoice after the filming have been made in writing with Perth Airport.

All fees are at the discretion of Perth Airport and additional fees may be imposed for out-of-hours filming.

## Non-commercial filming or photography

Fees are not charged for the following activities:

- Airline companies and airport tenants collecting material for independent internal use within their company (for example, training videos). Normal fees apply for airlines or airport tenants filming for advertising purposes.
- News coverage.

**Landside** is any area accessible by the general public that does not require you to pass through security screening of any kind.

**Airside** is any secure area where you must pass a screening point to access. This includes parts of the terminals and the entire airfield.