



Filming Permit Application Form

Under the terms of the *Historic Canals Regulations (DORS/93-220)*, any activity on the Parks Canada waterways must have obtained a prior approval. This approval takes the form of a filming permit.

About the form

Use this form to apply for a filming permit. This permit is required to carry out a film shooting on land or on the waters of one of the Parks Canada historic canals in Quebec (Lachine Canal, Chambly Canal, Saint-Ours Canal, Sainte-Anne-de-Bellevue Canal, Carillon Canal).

Please note that submitting this form does not constitute an approval of your film shooting. A minimum non-refundable application fee of \$153.50 (taxes included) is required.

How to complete the form

- 1- Make sure you have correctly completed all the fields before submitting you application. Mandatory fields are indicated by an asterisk (*).
- 2- Once it is completed, you can send the form to the following address:

Parks Canada Agency
Quebec Navigable Waterways Unit
C/O Visitor Experience
105, rue McGill, 6th floor
Montréal (Quebec) H2Y 2E7

E-mail : pc.infocanalqc.pc@canada.ca
Telephone : 514 283-6054
Fax : 514 496-1263

We will evaluate your application and a follow-up will be done on the documents and approvals required before issuing the filming permit. Parks Canada does not assume any responsibility for the commitments made by the applicant to a third party in the event of a refused application.

Land user fees and public liability and damage insurance

At least one week before the start of the filming, you must obtain and submit a proof of insurance with a minimum value of \$ 2,000,000 (coverage for public liability and damage) with reference to His Majesty the King in right of Canada as co-insuree. A higher coverage may be required depending on the risk level of the project.

The application will be assessed to determine the land and/or additional service user fees when all the required documents have been received. Details of the costs will be communicated to the applicant after acceptance of the application. 100% of the land user fees are reinvested directly in the sites.



Canal and sector sought for holding the filming*
 Note: your first choice may not be available or may not be suitable for the filming. Please enter a 2nd or 3rd choice.

Canal*:

Sector : 1. Sector 2.

Date(s) and times of occupation of the land*:

Date(s) and times of filming*:

Size of production crew (on land)*:

Is a path detour required*? : Yes No
 If Yes, please attach a detailed detour map (including signage and traffic management methods on the path) as well as a communication plan.

Note: The filming must not interfere with regular operations of the site. Path detours are inadvisable and complete closures are not accepted. If necessary, the permit holder is responsible for implementation of the detour, the traffic signs, traffic management and the coordination of the detour with the municipalities. The detour map and the traffic signage must be submitted to Parks Canada with this application. Any visual or verbal communication with the public must be made in both official languages. Parks Canada may require the presence of traffic control personnel for safety reasons.

SECTION 3 – INSTALLATIONS

The installations that have to be fixed to the ground must be held in place by means of counterweights or stakes not exceeding 12 inches in length. An installation plan must be submitted and Parks Canada retains the right to look at these installations.

In your application, please provide a **site map** of the project. This must illustrate the land sought as well as the planned installations, including:

- Barriers
- Tents, shelters, kiosks
- Light standards
- Traffic signs
- Portable toilets and sinks
- Stages
- Posters and banners
- Sound and loudspeaker systems
- Emergency evacuation areas
- First aid
- Refuse and recycling containers
- Entrance / exit points

1. Stage

Yes	No	Built	Stands	Mounted on truck
		Other (specify):		

Dimensions:	Location(s):
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2. Shelters (tens, big tops, kiosks, etc.)

Yes No

Note: Shelters must be held in place by means of counterweights or stakes not exceeding 12 inches in length and must meet the requirements of the Service de sécurité incendie de Montréal (SSIM) as regards fire retardant materials.

Number et dimensions:	Location(s) :
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Description of the use of the shelters:

3. Electricity

Yes No

Note: A power supply is only available in a few locations and user fees apply. The permit applicant may have to be self-sufficient in terms of electricity.

Description of electricity requirement:

4. Generators

Yes No

Note: Generators must be provided by the permit applicant. To reduce the risk of contamination, certain conditions apply and will be communicated to the Applicant.

Number and size:

Location(s) :

Description of the use of generator:

5. Drone

Yes No

6. Portable toilets

Yes No

Note: The permit applicant must provide adequate toilets. They must be delivered and removed on the day of the activity or must be secured so as to not be moveable if they are not monitored. The promoter is responsible for any act of vandalism and must, at his own expense, remove the toilets from the sailing area and pay for cleaning if necessary.

Number:

Location(s):

7. Water

Yes No

Note: no access to drinking water is available. The promoter must provide alternative means for his water needs.

8. Safety

An emergency response plan is required for any sports or boating activity, and may be required for other activities according to the number of participants or the level of risk.

SECTION 4 – NEXT STEPS

Your application will be analyzed and a resource person will contact you to confirm the availability of the site, the steps to be taken in terms of logistics and to specify the necessary documents and approvals. Parks Canada shall have no liability with respect to the commitments made by the applicant to third parties in the event that the application is refused. Final approval will come in the form of a film shooting permit for signing.

SECTION 5 – STATEMENT OF CONFIDENTIALITY AND PROTECTION OF PERSONAL INFORMATION

Reason for the collection of this information: for the purposes of management of the activities grounds of the Parks Canada Agency.

Documents to be provided: a duly completed film shooting application form is required to hold an activity on Parks Canada grounds.

SECTION 6 – DECLARATION OF THE APPLICANT*

I certify that, to my knowledge, all the information provided in this form is true and accurate. I understand that and incomplete form could delay the approval or result in the application being rejected. I also agree that more information could be requested from me. I acknowledge that misleading information could result in the cancellation of the application. I accept that the processing of the application is delayed if anomalies are detected in the supporting documentation. I understand that this application is not in any way an approval of the project or a guarantee that the sites are available.

X

Name of applicant :

Date :

I agree to receive information about events on Quebec waterways:
Where did you hear about our sites?

Oui

Non

Note: the masculine form used in this document refers to both women and men