

Application Process

Transdev Sydney requires all filmmakers and photographers, including students that wish to film or take photographs on Sydney Light Rail network for non-personal use to complete the attached Application for Filming and Photography and submit to Transdev Sydney for approval.

Applicants will require public liability insurance for the sum of \$20 million. Student requests will also need to provide a letter from their institution, stating the filming forms part of their studies.

All applications for filming on stops and/or in light rail vehicles will be reviewed on a case-by-case basis and will require 10 business days to process. Approved applications will be subject to fees and charges.

Film & Photography Requirements

All film and photography requests are subject to a permit approval process and undertaking a light rail general safety briefing, prior to undertaking any filming. Depending upon the scope of filming activity an accredited PICOW (Person in Charge of Works) may need to be engaged to supervise the activity, at additional cost.

Approved film and photography activities must occur off-peak between 10am and 3pm Monday to Friday. If you require filming out of these times, please note this in your application for filming, additional charges may apply.

When filming or photographing on a light rail stop and/or vehicle, the production crew must carry a copy of the Transdev Sydney Film and Photography Agreement at all times to show Transdev Sydney staff upon request. The agreement is proof of your right to film and/or photograph.

We do not allow filming in any light rail staff-only areas such as Driver's cab, Control Room, or Depot.

The production crew must maintain a high degree of operational awareness at all times and follow instructions provided by supervisory staff. Crew must not disrupt Transdev Sydney's operations, employees in the performance of their duties, or the comfort of Sydney Light Rail customers.

Production companies should ensure they comply with the Recommended Film Industry Safety Code for their filming. Crew will also need to abide by the regulations detailed in the Rail Safety Act of 2012, as directed by their relevant PICOW (Person in Charge of Works).

Changes to Your Filming Date

If wet weather prevents filming or photography on the agreed date Transdev Sydney will work with you to schedule an alternative filming day.





Fees and Charges

The following fees and charges apply for filming activities. All prices are listed in \$AUD and are GST exclusive.

| Commercial shoots processing fee (non-refundable) | |
|---|--------------------------------|
| Low impact (1-25 people) | \$550 |
| Medium impact (26-50 people) | \$1,100 |
| High impact (more than 50 people) | \$1,650 |
| Student shoots processing fee (non-refundable) | |
| Low impact (1-6 people) | \$110 |
| Medium impact (7-15 people) | \$275 |
| High impact (Commercial rates apply) | See above |
| Other fees | |
| Site inspection with an employee | \$110 per hour or part thereof |
| Supervision by a safety/liaison officer or other staff (mandatory) \$110 per h Minimum eight hours. Maximum 12 hours in any one shift due to fatigue management requirements. | |
| Other | |

Other

Additional costs may also be incurred if the filming scope requires supplementary cleaning or other activities including site alteration, electricity provision, maintenance rectification works.

Please note: The level of impact will be determined at Transdev Sydney's discretion. It will be based on other network activities, the number of people, the day, the location and the time of filming/photography.

The above fees are for filming during off-peak period between 10am and 3pm Monday to Friday. Filming outside of these hours may incur additional charges. Requests for light rail vehicles to be cordoned off may also incur additional charges. Fees are also subject to change if filming requirements change. Additional costs may also be incurred if the filming scope requires an accredited PICOW (Person in Charge of Works) to supervise the activity or supplementary cleaning or other activities including site alteration, electricity provision, maintenance rectification works are required.

Further Information

For further information or to discuss details of your filming/photography or to lodge your application form and supporting documents, please contact:

Transdev Sydney Communications Team Operators of Sydney Light Rail TDS.Communications@transdev.com.au https://www.transdev.com.au/solutions/ transdev-sydney-light-rail/





Filming & Photography Application Form

1. Company Details

| Company name | |
|--------------|--|
| Address | |
| Telephone | |
| Email | |
| ABN | |

2. Key Production Contact

| Full name | |
|-----------|--|
| Mobile | |
| Email | |

3. Production Details

| Title | | | |
|--------------------------------|---------------|-----------------------------------|----------------|
| Location | | | |
| Number of cast | | Number of crew | |
| Assistant Director | | Unit Manager | |
| Safety Officer (if applicable) | | First Aid Officer (if applicable) | |
| Dates (s) | Bump in hours | Film/shoot time | Bump out hours |
| | | | |
| | | | |





4. Purpose for Filming/Photography

| Free to air television show/ commercial | Magazine/publication | University/college |
|--|----------------------|--------------------|
| Pay television show/commercial | Documentary | Small film |
| Internet | Box office film | Reality TV |
| Other (please specify) | | |

5. If you are a Student

□ I have attached a letter from my institution stating that this request forms part of my studies

6. Summary of Scene(s) to be filmed/photographed





7. Public Liability Insurance

| Name of company | | |
|-----------------|-------------|--|
| Policy number | Amount | |
| Agent | Expiry date | |

□ I have attached a copy of Currency Public Liability Insurance for a minimum of \$20 million dollars, with 'Transdev Sydney' nominated on the policy as an interested party.

8. Other Supporting Documentation Checklist

- □ I have attached a copy of our Safe Work Method Statement
- □ I have attached a copy of Pedestrian Management Plan

| Si | gned | Date | |
|-----------------|----------------------|--|-------|
| OFFICE USE ONLY | | | |
| | Approved | Not Approved Communications Specialist | Date: |
| | Approved | Rail Safety Team Leader | Date: |
| | Added to | Network and Maintenance Events Calendar | Date: |
| | Notified | TDS Controllers, CE and SD Team Leaders | Date: |
| | Reminder sent | Operations Control Centre (day of filming) | Date: |
| | Invoice issued | Communications Specialist | Date: |
| | Invoice processed | Accounts payable | Date: |

