

FILMING APPLICATION

Date: _____ Name: _____

Affiliation: _____ Address: _____

Telephone: _____ Fax: _____ Email: _____

Requested filming date(s) and times: _____

Detailed description of project, including proposed use of building and/or collections, size of crew, and technical requirements. Feature films must submit a copy of the script.

Fees (to be paid on invoice in Cdn funds; Visa, M'Card, cheque, or money orders accepted)

All commercial, non-commercial, and public broadcasting institutions creating promotional, educational and public interest programs are charged the cost of staff supervision. This fee is \$20 plus 6% tax/hour per museum attendant (min. 4 hours). If required, the fee for moving objects is an additional \$20/hour plus 6% tax (min. 4 hours). Fees for commercial productions such as feature films, paid promotional videos, television, and general entertainment programs are \$4,000 plus 6% tax per 8 hours of filming or less, and \$600 plus tax for each additional hour or portion thereof. Not-for-profit and public network programs are charged \$400 plus 6% tax per 8 hours of filming or less, and \$50 plus tax for each additional hour or portion thereof.

Conditions Governing Use

The Museum reserves the right to reject proposals that do not fall within its mandate; jeopardize the safety of the collections; subject the collections or the cultures from which they come to misrepresentation or disrespect; involve objects deemed to be sacred; or for which the Museum does not have adequate staff resources. Depending on the nature of the request and the object(s) selected for filming, the Museum may also require the applicant to seek written permission from relevant originating communities and/or organizations prior to filming. While in the Museum the crew shall be accompanied at all times by Museum staff. No objects shall be moved or touched except by qualified Museum personnel. No member of a film crew may place any equipment in any gallery or on any platform without express permission of the Museum's supervisory staff. The Museum reserves the right to stop filming if the collections are deemed to be at risk or if the project deviates from the terms of the original agreement. In such cases, the applicant will still bear all costs originally agreed upon. Production agencies are required to contact Arlene Chan, UBC Admin Coordinator, (604.822.6555) for additional conditions and fees governing commercial filming on the UBC campus.

Accreditation

The Museum must be correctly identified in all productions. Unless otherwise specified, the credit should read: *UBC Museum of Anthropology, Vancouver, Canada.*

Agreement (sign and fax back to 604.822.2974)

Applicant signature: _____ Date: _____

Museum staff signature: _____ Date: _____