Milton Keynes Council Film Location Form

When film, video or photographic activity is proposed for public locations in Milton Keynes, please provide the following:

- Details of how, what, where, when, why, who and how many
- A Purchase Order
- Details of film-maker's public liability insurance
- Risk assessment associated with the proposed activities
- Confirmation that the local police have been informed. Telephone: 101
- Confirmation that highway users will at no time be obstructed or distracted
- An address for invoice should an admin fee be required

Filming fees ***Application fees are non-refundable.***

Small Production	Medium Production	Large Production	Major Production
based on 1-5 crew members	based on 6-11 crew members	based on 12-29	based on 30+
Application Fee of £30	Application Fee £60	Application Fee £120	Application fee £150
Filming Fee £150 per day	Filming Fee £180 per day	Filming Fee £210 per day	Filming Fee £500 per day

Details should be forwarded by email to sponsorship@milton-keynes.gov.uk before permission can be considered.

If the proposed activities are sufficiently complex, extensive or sensitive to necessitate the presence of a MK Council representative, an admin fee will be required.

Filming in residential areas is problematic and this would need to be discussed further if proposed.

Notice must also be given if there is a risk that filming might incorporate images of the public, particularly children.

Filming on private property (eg the shopping centres in CMK or MK Parks Trust land), or when using buildings as a backdrop, the owner's permission must be sought and all necessary arrangements made with them. Often a location fee is required for this, as it would be if use of MK Council property was being considered.

All parking enquiries should be addressed to **MK Council Parking Dept on 01908 252309**, who will then contract its contractor NCP.

01908 252309

MILTON KEYNES COUNCIL

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