



## Film/ Photo Shoot Proposal Form

Please give some details about your proposed activity so that consideration can be given to your proposal and current bookings checked.

When do you want to hold the Film/ Photo shoot?	Date Times
Where do you want to hold the Film/ Photo shoot?	Site
Why do you want to hold the Film/ Photo shoot	
Who are the Film/ Photo shoot organisers?	Name Address Phone Email
How many people will be involved in the shoot?  What equipment are you requesting to bring on site?  What type and number of vehicles are you requesting to bring on site?	

### Essential Requirements

The essential requirements for permission to hold a film/ photo shoot on land owned/ managed by the Parks & Countryside section of Sheffield City Council are below.

The Film/ Photo shoot organiser must -

- Have Public Liability Insurance
- Agree to abide by the 'Conditions of Use' (sent separately)
- Pay a fee\* (for commercial shoots - £500 per day, minimum £250 for half day or less). Payment must be made before permission can be given.

### Events Team

City Centre Management and Major Events,  
Rm 311, Town Hall, Pinstone Street, Sheffield, S1 2HH.

Tel : 0114 273 6681      email: [events@sheffield.gov.uk](mailto:events@sheffield.gov.uk)