Filming permit application form

Before you apply for your Council film permit, you need to:

- Organize Public Liability Insurance (minimum cover $10 Million).
- Apply for a Road Occupancy Permit a minimum of five days before filming starts.
- Contact relevant regulatory agencies for any additional approvals before filming begins.
- Contact local residents and businesses regarding your intention to film (including your contact details) a minimum of five days before filming starts.
- Complete Council’s film permit application form and attach all supporting documents.
- Submit to Council via email or post approval a minimum of ten days prior to filming.

Council’s Local Laws department will be your single point of contact during Council’s application process.

Please visit mvcc.vic.gov.au/filming for more information including current fees and charges.

With stunning parks and reserves, quirky cafes and incredible historical sites, Moonee Valley is bursting with potential film locations. However, if you’re filming on public land, a permit may be required.

A film permit ensures that:
- Public space is used safely and in accordance with legislation, local laws and regulations.
- Disruption is minimal.
- Public land and facilities are managed effectively.
- Anyone who may be impacted is notified.

Council makes every effort to accommodate filming, but if you don’t comply with the terms and conditions of your permit, Council may:
- Deny any approval that has been issued for the time in question.
- Issue instruction to cease all activities and remove personnel and equipment from site.
- Initiate further fees to offset any losses, damages or reinstatement costs.
- Restrict the use of a particular location for further filming.

If there are complaints from members of the public Council may investigate them.

Council film permit, you need to:

- Organize Public Liability Insurance (minimum cover $10 Million).
- Apply for a Road Occupancy Permit a minimum of ten working days prior to filming (if parking is required).
- Contact relevant regulatory agencies for any additional approvals before filming begins.
- Contact local residents and businesses regarding your intention to film (including your contact details) a minimum of five days before filming starts.
- Complete Council’s film permit application form and attach all supporting documents.
- Submit to Council via email or post approval a minimum of ten days prior to filming.

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### Filming in State Forests, National Parks or iconic destinations

**Contact:** Parks Victoria (parks.vic.gov.au) and Department of Environment, Land, Water and Planning (elwp.vic.gov.au)

For more information or additional permits may be required.

### Filming on roads

As well as Council's Road Occupancy Request, specific approvals from other organisations may be required to film on roads, laneways, footpaths and in public open spaces. You need to contact V/Line to discuss your requirements.


### Specialist Filming Vehicles

Special Filming Vehicles (SFVs) and their use on roads is considered a high risk activity. A police escort will be required when an SFV is used on a public road.

Visit police.vic.gov.au for more information.

### Specialist effects

You need to complete a Police Filming Notification form if your filming could cause public concern (for example, the use of firearms, mock police or large crowds).

Visit police.vic.gov.au for more information.

### Disrupting public transport

If filming is likely to affect public transport in any way, you must submit an Event Notification Form to Public Transport Victoria (ptv.vic.gov.au).

### Filming on trains

If filming is likely to affect public transport in any way, you must submit an Event Notification Form to Public Transport Victoria (ptv.vic.gov.au).

### Filming in iconic destinations

Contact Council or visit our website as rules apply if erecting structures (i.e. pop-ups, marquees, etc.) in Moonee Valley parks and gardens.

Visit vicroads.vic.gov.au for more information.

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