Site Information Document - Residential

Locality will:

- Liaise with production and owner at all times to organise site visits, answer questions, discuss fees etc.
- Ask production to complete an Intentions Form detailing all requirements.
- Negotiate all location hire fees.
- Discuss those intentions with the property owner.
- Draw up a Location Hire Agreement for both parties to sign.
- Supply invoices and collect payment on behalf of the owner.
- Sort out any after-shoot problems.

The Owner:

- Should supply personnel to oversee the film crew on site, this includes site visits and during the period of access. Locality can provide this if you are unable to.
- Should be available to check the location after the shoot and complete the Sign Off Sheet.

The Production must always:

- Produce a Health and Safety Risk Assessment to cover the action on site.
- Pay the location hire fee before the first day of access.
- Pay a Damage Deposit ranging from £500 to £10,000 based on the amount of areas accessed/type of property/length of time on site.

When filming on site Production is expected to:

- Never remove, cover or block emergency signage.
- Remove all waste it creates at the end of each day and within the times of hire period. (Additional charges may occur if premises are not left in satisfactory condition).
- Supply security personnel to man the doors to the premises at all times.
- The Production is solely responsible for all items of equipment and vehicles, the owner does not accept responsibility for any lost or stolen items.
- To have at least one "appointed first aid person" on site at all times.
- Not to move or touch the owners possessions unless noted in the contract particulars.
- Not to move or operate the owners machinery.
- Avoid identifying the owner, personnel, visitors or tenants, on screen in any manner unless specific permission has been obtained.
- Not to cover smoke detectors without consent and then to ensure they are uncovered after the shot.
- Supply personnel to check the location with the owner after the shoot and complete the Sign Off Sheet.

Terms:

- Cancellation fees are 100% if cancelled after both parties have signed the Location hire Agreement.
- Film days are 12 hours - Photoshoot days are 10 hours - Unit base is up to 24 hours

Disclaimer: All data, imagery, and information is provided without warranty or any representation of accuracy, timeliness or completeness. The content of the information is solely a guideline and is subject to constant change.

Location Reference:	LOC5905

Description of property
A magnificent, 5,000 sq ft converted 19th-century church school in Teddington, has exceptional architectural heritage defined by dramatic volume and extraordinary scale, the property features monumental 3.9m to 4m ceiling heights across its principal reception rooms, seamlessly combining historic civic grandeur with versatile living spaces. There are 5 bedrooms, 5 bathrooms, a dedicated gym, and a games room. The house has a north-west facing garden complete with a traditional greenhouse, a large private parking bay and unrestricted residential street parking.

Areas off limits	none
Rooms available on ground floor	7
Rooms available on upper floors	10
Number of floors	4
Floor covering required	yes please
Outside spaces (garden/roof)	Garden, greenhouse, side access, front garden and drive
Drive inside building	n/a
Number of kitchens on site	1 plus utility
Production may cook in the kitchen	no
Basement/cellar may be used	Yes – converted to include utility, gym, shower room and cinema room
Garage/outhouse may be used	n/a
Noise from schools/transport	none

Household

Are willing to move out	In the daytime / to be discussed
Neighbours do need informing	possibly depends on the size of crew and impact to neighbours
Restrictions due to religious beliefs, allergies, phobias etc	none
Tenants Residents Association or Property Management Company	n/a

Access

Permitted hours of access	

Specific to the location	
Site visit requirements(charged for, escorted, etc)	
H&S or PPE requirements	
Shared site/tenants	
Max persons on site	
Disabled access	
Lift	none on site
Directional signage	possible

Welfare

Toilets	6 on site	Heating	yes
WiFi	yes	Water	yes
Electricity	yes on site -	Shelter	easy-ups in garden permitted

Set Dressing: Can production

Move furniture	yes
Drill, nail, stick or fix	possible, further discussion required.
Paint	possible, further discussion required.

Construction: Can production

Attach to building	no
Dig/excavate	no

Lighting:

Black out	possible
Control of lights	possible
Lighting from outside	possible

Vehicles:

Access	n/a
Parking on site	yes on driveway
Width/height restrictions	n/a
Other possible parking areas	on street
Speed limit on site	20mph on street outdise
Road outside controlled by	Richmond Council

Owner will consider allowing:

Animals on site	possible, further discussion required.
Nudity	no
Smoking	no
Snow / Rain / Wind effects	possible, further discussion required.
Immoral content / Drug scenes	possible, further discussion required.
Drones	possible, further discussion required.
Haze / Smoke effects	possible, further discussion required.
Naked flame	no

Other points, restrictions or policies associated with this location	