

SITE INFORMATION DOCUMENT - LOC5744

The Production must always:

- supply evidence of Public Liability Insurance with a minimum cover of £5 million.
- 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.
- Never touch machinery, hoists, control panels or open any shut cupboard.
- Avoid identifying the owner, any company, personnel, visitors or tenants, on screen in any manner by reputation, logos, colour schemes, personnel uniforms, badges, or banners 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.
- Power is charged for meter readings must be taken.
- 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.

DESCRIPTION OF PROPERTY

1930's Grade II listed municipal building with two main halls. Many original fixtures and fittings including the marble-lined stair and the original timber wall panelling to both halls. Original light fittings, doors, handrails, terrazzo floors and heating equipment. Some rooms are a bit more run-down with dilapidated walls and ceilings.

PROPERTY

Areas off limits	Depends on hire
Main rooms available	2
Number of floors	2
Roof access	No
Shared site/tenants	No
Toilets can be used	Yes
Electrical supply on site	3A multiple 63A 3-Phase in each main space
Heating	No
Noise (from schools/transport etc)	Non
Ceiling height 20ft +	TBC

WiFi	No
Drive inside building	No
Is sound proofed	Relatively
Floor covering required	No
Specific H&S or PPE requirements	None
Smoking on site	Outside the premise

ACCESS

Site visit requirements: (charged for, escorted, etc)	
Permitted hours of access	Any
Width / height restriction	-
Disabled access	Non
Lift	Yes
Max persons on site	
Directional signage can be put up	

SET DRESSING can production

Move furniture	Yes, if put back in place
Drill, nail, stick or fix	No
Paint	No

CONSTRUCTION can production

Attach to building	No
Dig / excavate	no

LIGHTING

Black out	No
Control of lights	Light switches
Lighting from outside	Yes

VEHICLES

Parking on site	large gated yard (4/5 parking spaces)
Parking nearby	Permits - on the road
Unit Base	Yes
Speed limit on site	-
Who owns the road outside	Lewisham Council

OWNER WILL CONSIDER ALLOWING

Animals on site	Yes
Nudity	TBD
Smoking	No - outside building
Snow / Rain / Wind effects	No
Immoral content / Drug scenes	Yes
Drones	Yes
Haze / Smoke effects	Yes
Naked flame	No

Notes	
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