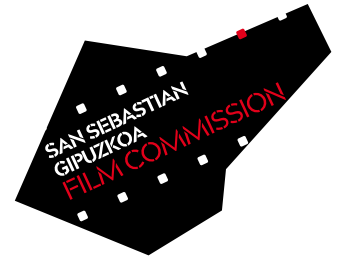


Filming Permit Application Form



A. COMPANY DETAILS

Tax Code Company Name

Trade Name

Telephone E-mail Website

Twitter Facebook

ADDRESS

Country Municipality

Address (Street, Number and P.C.)

HEAD OF THE COMPANY

Name and Surnames ID Number

Telephone E-mail

Position in the company / relationship with the company

B. PROJECT DETAILS

Project Title

Project Director Head of Production

Contact person for the handling of permits

ID Number	Name and Surnames	Contact E-mail	Telephone Number	Relationship with the project
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Associate Producers

Type of project

- Full-length film
- Short film
- Series
- Documentary/Feature
- Advertising
- Programme
- Music video
- Institutional/corporate video
- News programmes
- Photography
- Other

Distribution channel

- Cinema
- Television
- Print media
- Digital/streaming platform
- The Web and social networks
- Undefined
- Others

Specify the name of the channel

Total human resources (this refers to the human resources in Gipuzkoa for the entire project)

Scheduled date to start filming **Scheduled date to end filming**

Total number of days of filming (In Gipuzkoa)

(*Attach project dossier)

Important: You must accept the general terms and conditions in relation to liability for the activity in order to request authorisation and attach a copy of the Insurance Policy.

The person signing the application form shall be considered to be the organiser of the activity and therefore responsible for it and must accept the following terms and conditions:

- Respond to any incident and/or accident that may arise to people and/or property as a result of the activity itself and the resources that are required to perform it.
- Have a valid civil liability insurance policy at all times with sufficient cover to respond to any incident and/or accident that may arise to people and/or property in the performance of the activity for which authorisation is requested.

This acceptance releases San Sebastian-Gipuzkoa Film Commission of all liability in the event of any incident and/or accident that may arise to people and/or property as a result of the activity itself.

So that the San Sebastian-Gipuzkoa Film Commission can ask for the relevant permit from San Sebastián City Council, tick this box:

- San Sebastian-Gipuzkoa Film Commission (Fomento San Sebastián, S.A.) is authorised to act on behalf of the applicant in dealing with San Sebastián City Council, for the sole purpose, where appropriate, of requesting the relevant permit. The entity applying for the permit accepts, in any case, for all purposes, full liability for any information provided in the application and for any activities that may be carried out within the framework of this permit as well as for any damage that may arise from these, expressly and absolutely excluding Fomento de San Sebastián, S.A. from any liability.

C. STATISTICAL DETAILS

The information requested below shall be used to evaluate the economic impact of the audiovisual sector on our local environment. This information will be treated as confidential and will be used for studies and reports. The information provided by the production companies will not be published independently.

The statistical data requested below must be submitted in order to obtain the corresponding permits.

Total production budget (in euros) Total investment in Gipuzkoa (in euros)

Breakdown of investment in Gipuzkoa expressed as a %

Donostia-San Sebastián (%) Other municipalities of Gipuzkoa (broken down by municipality as a %)

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Breakdown of the investment for the following services in Gipuzkoa (in euros)

Catering Accommodation Transport

Contracting of companies from Gipuzkoa in the audiovisual sector. Mark as appropriate:

- Technical Staff (production assistants, camera operators, sound technicians, etc.)
- Artistic Team (actors and actresses, musicians, etc.)
- Indicate the number of extras hired for the project
- Equipment rental (generators, crane, lighting...)
- Others, specify

Number of people travelling to:

Donostia-San Sebastian

Other municipalities in Gipuzkoa (Indicate number of people in each municipality)

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Number of days spent in:

Donostia-San Sebastian

Other municipalities in Gipuzkoa (Indicate the number of days in each municipality)

.....

To obtain the relevant permits, the applicant must fulfil the following requirements:

- Have civil liability insurance for the filming and submit a copy to the San Sebastian-Gipuzkoa Film Commission.
- Submit data for the preparation of reports on the audiovisual sector.
- Insertion of the corresponding logos in the project credits or acknowledgements. Logos can be downloaded from the San Sebastian-Gipuzkoa Film Commission website (www.sansebastian-gipuzkoafilmcommission.eus).
- Submission of two photographs of the shoot, a copy of the project for the file and official poster of the audiovisual project. San Sebastian-Gipuzkoa Film Commission will be authorised to use these photographs in its advertising products (web site, newsletter, leaflets and social networks). It will also be authorised to publish the poster together with information about this (year, director, producer and locations) in the Filmography section on the web page.
- The première and distribution date shall be notified.

D. LOCATION DETAILS

This page must be completed **for each location** and the specific needs must be indicated pursuant to the filming guide.

LOCATION

Identification of the location. Details of the exact location (attach plan)

Municipality

Full address

Start Date

End Date

Start Time

End Time

Days filming in this location

Number of people present on location (include the project team for the filming of this scene and extras)

Material and equipment (indicate weight and dimensions)

Simple Equipment

Others (cranes, spotlights, etc.)

Positioning of props

SYNOPSIS OF THE SCENE TO BE FILMED

REQUIREMENTS

Special Filming

Filming with weapons Filming with animals Filming with children

Dangerous scenes Staging of an emergency, crime, fire, etc. Special Effects

Changes in urban furniture Changes in urban lighting

Others, specify

Urban Transit:

Transit closed for pedestrians (indicate metres and area to be cordoned off)

Parking / reservation of spaces:

Vehicle of less than 3,500 Kg (indicate required place and metres)

Vehicle of more than 3,500 Kg (indicate required weight, dimensions, place and metres)

Vehicle Traffic:

Vehicle of less than 3,500 Kg (indicate required place and metres)

Vehicle of more than 3,500 Kg (indicate required weight, dimensions, place and metres)
.....

Vehicle Access:

Vehicle of less than 3,500 Kg (indicate access point and number of vehicles)

Vehicle of more than 3,500 Kg (indicate weight, dimensions, access point and number of vehicles)
.....

Use of vehicles for loading and offloading:

Vehicle of less than 3,500 Kg (indicate access point and number of vehicles)

Vehicle of more than 3,500 Kg (indicate access point and number of vehicles)
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Traffic Control / Interruptions

Indicate metres, area and time

COMMENTS

Company signature and stamp

DATA PROTECTION

In accordance with the current data protection regulations, you are informed that the personal data gathered on this form, will be processed by SAN SEBASTIÁN CITY COUNCIL, who will act as Data Controller, while the information will be managed by FOMENTO DE SAN SEBASTIÁN as data processor. The purpose of processing is to process and manage your request for a filming permit. The legal basis for processing data is Article 6.1.a) of the EU 2016/679 General Data Protection Regulation (GDPR): processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller.

Your data will not be disclosed to third parties unless there is a legal obligation to do so, nor is it envisaged that there will be any international transfer of data.

The personal data undergoing processing will be kept only for the time necessary to comply with the purposes for which it has been collected and to establish any eventual obligations that might result from this purpose and data processing. The provisions in the regulations governing files and documentation will apply. You may exercise your rights of access, rectification, erasure, and any others envisaged in the current data protection regulations, when appropriate, by writing to the San Sebastián City Council Udalinfo Service at C/ Ijentea 1, 20003 Donostia / San Sebastián indicating Regarding Data Protection in the subject line or by e-mail to its web page.

If you feel you have not obtained satisfaction in the exercise of your rights, you may lodge a complaint with the Basque Data Protection Agency. Address: C/ Beato Tomás de Zumárraga, 71 – 3a planta - 01008 Victoria-Gasteiz. Nevertheless, at first instance, you may get in touch with the person appointed as Data Protection Officer for Donostia / San Sebastián: dbo@donostia.eus.