

APPLICATION FOR FILMING IN A PUBLIC PLACE WITHIN THE REMIT OF DÚN LAOGHAIRE-RATHDOWN COUNTY COUNCIL

ALL APPLICANTS SHOULD COMPLETE SECTIONS A – D
Appendix 1 and 2 to be completed only if applicable
Appendix 3: complete only should if the use of drones is proposed
Please submit 14 days in advance
If a road closure is required, this must be submitted 6 weeks in advance

All data will be processed in line with Dún Laoghaire-Rathdown County Council's
Data Protection policy: <https://www.dlrcoco.ie/gdpr-foi/data-protection-and-dlr>

SECTION A - CONTACT DETAILS

Name of Production Company/ Company Name	
Company Address	
Contact Person/ Location Manager	
Contact phone number	
Email Address	

SECTION B - PRODUCTION DETAILS

Title of Production	
Proposed Location(s) for Filming	
Proposed Date(s) for Filming	
Start Time/Finish Time	
Description of proposed filming (content)	
Total Number of personnel (cast/crew) on location	
Irish Production Budget	
Overall Production Budget	

SECTION C - OVERVIEW OF REQUIREMENTS

Please indicate all of the areas which your application relates to

Filming on Roads/Footpath	Yes			No	
If Yes, please provide details					
Filming in Parks/ Open Space/ Cemeteries	Yes			No	
If Yes, please provide details					
Filming in Beaches	Yes			No	
If yes, will any of the cast be swimming?	Yes			No	
Please provide details of which beach(es)					
Filming in Dún Laoghaire Harbour	Yes			No	
Marlay/ Cabinteely House, or an alternate heritage site	Yes			No	
If Yes, please provide details					
Filming on any other Council-owned property	Yes			No	
If Yes, please provide details					

SECTION D - FILMING REQUIREMENTS

Any filming that takes place on a public road in charge of Dún Laoghaire-Rathdown County Council, or requires the parking of vehicles on a road/footpath will require approval and may require a Traffic Management Plan and a Surface Permit.

It is the responsibility of the Film company individual filming on a public road/footpath to ensure the health and safety of vehicular, cycle and pedestrian traffic at all times during the course of filming.

Total number of cameras on location	
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Total Number of vehicles on location and make(s)/ models					
Will the suspension of parking bay/s be required?	Yes			No	
If Yes, please complete Appendix 1					
Will a road/footpath closure be necessary?	Yes			No	
If Yes, please complete Appendix 1					
Is there use of larger vehicular equipment - e.g. cranes/low loaders?	Yes			No	
If Yes, please complete Appendix 1					
Will filming vehicles be parked on the road?	Yes			No	
If Yes, please complete Appendix 1					
Will any temporary structures be erected?	Yes			No	
If Yes, please complete Appendix 2					

Appendix 1 - ROADS (PARKING SUSPENSION & TRAFFIC REQUIREMENTS)

Will there be any equipment on the footpath or grass verge?	Yes			No	
Where there is equipment on a footpath or grass verge a surface permit is required.					
Is suspension of parking bays required in this instance?	Yes			No	
If yes, how many					
Is a road closure required?	Yes			No	
If yes, an application for a road closure must be submitted at least SIX WEEKS prior to the event taking place (see link below): https://www.dlrcoco.ie/sites/default/files/atoms/files/temporary_road_closure_application_form_0.pdf					
Is there use of Tracks/ Cranes/other equipment	Yes			No	
If yes, provide details i.e. Number/ Size/Positioning of this equipment(m)	Length (m):				
	Width (m):				
	Height:				
	Area (m2):				
	Location:				
Dates requested	From				
	To				

Appendix 2 - TEMPORARY STRUCTURES

Note: A temporary structure may include but not limited to; platforms, raised seating, stages, proscenium, arches, marquees, tents, sound towers, camera platforms, film sets, green screens, floodlights, barriers, fencing.

Will any temporary structures be erected?	Yes			No	
Will this be on a road or footpath?	Yes			No	
If yes, a Surface Permit will be required.					
Description of Structures/Vehicles					
Dimensions of Structures/Vehicles:	Length (m):				
	Width (m):				
	Height:				
	Area (m2):				
Number of Structures/Vehicles					
Location of Structures/Vehicles					
Dates requested	From				
	To				
Name of the Structural Engineer who will certify the design calculations for all temporary structures					
Person/ Company erecting the structures					

Appendix 3 - USE OF DRONES

Will any of the proposed filming involve the use of drones in public space?	Yes			No	
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EU Regulations 2019/947 and 2019/945 govern the use of drones in Ireland
EU drone Regulation requires all drone operators using any drone over 250 grams, or those with a camera or sensor to be registered.
You can register with the IAA on their dedicated online portal.

Flight/Usage approval must be sought and granted from the Irish Aviation Authority prior to completion of application.

DRONE DETAILS -
 Drone Registration
 Number

Terms and Conditions for Use of Unmanned Aircraft (Drones) for Filming/Photography in DLR.

If drone is being flown under the 'Open' Category it must comply with the following. A drone can be used / classified as being in the Open Category when it:

- bear one of the class identifications marks 0, 1, 2, 3 or 4, or is privately built and its weight is less than 25 kg or is purchased before 1 January 2024 without a class identification sticker as above (Legacy drone)
- Is not flown directly over people unless it is fitted with a class identification mark
- Is lighter than 250g (See Operations subcategories: A1, A2 and A3 to find out where you can fly your drone),
- Drone must be kept in visual line of sight (VLOS), or a Unmanned Aircraft observer will assist the remote pilot
- Is flown at a height of no more than 120 meters above the ground
- Does not fly with dangerous goods
- Nothing is dropped or ejected from the drone.
- Drone operator must clearly display their registration number on the drone, and upload it onto the drone's Direct Remote ID (DRI) for broadcast

Any flight that may be planned to be conducted under the 'specific' category must be governed by the documentation approved by the IAA.

- within a prohibited area, a restricted area, or controlled airspace
- in Air Traffic Services airspace, other than controlled airspace
- within 5km of an aerodrome during periods of aircraft operations, unless the aerodrome operator has given permission
- at a distance of less than 30 metres from a person, vessel, vehicle, or

structure not under the direct control of the operator

- at a distance of less than 120 metres from an assembly of 12 or more persons not under the direct control of the operator
- beyond direct unaided visual line of sight and not farther than 300 metres from the point of operation
- at a height of more than 120 metres above ground or water
- to permit or attempting to permit, any article or animal, whether or not attached to a parachute to be released from that aircraft.

Additional Terms and Conditions may be added to your production once details of the landing / take off site, and content of risk assessment has been received.

Confirmation that appropriate insurance in place specifically to cover drone operations:

Yes

No

INSURANCE DETAILS

- The company must submit Public Liability Insurance cover to the value of €6.5million, employer's liability to the value of €13m and, should the use of vehicles be involved, motor insurance cover to the value of €6.5m.
- Where filming involves the use of drones in public space, appropriate insurance must be in place to specifically cover drone operations.
- All policies should be extended to indemnify Dún Laoghaire Rathdown Council against any or all claims. A copy of each policy must be submitted before filming can commence.

Please note the following:

- No permission will be granted until this form is received and processed by the Council.
- If any details relating to this application are altered after the form has been submitted, please advise Dún Laoghaire Rathdown Co. Council immediately.
- Applicants should note that, depending on the nature of filming to be undertaken, additional risk assessments and Health and Safety information may be required.

I, the undersigned confirm that the above information is true & factual. I confirm that I am the authorised person for this matter.

Signed	
Date	