



Brampton Film Services Code of Conduct

BRAMPTON CITYWIDE

The following must be met as a condition of City permits for road occupancy or facility rental.

- When filming in a neighborhood or business district, proper notification (at least two working days notice) is to be provided to each merchant or resident directly affected by filming activity (this includes parking, base camps and meal areas). A copy of this filming notice to be filed with the Film Liaison Officer.
- The filming notice shall include:
 - Name of production company, title of production
 - Kind of production (e.g. feature film, movie of the week, TV pilot, etc.)
 - Type and duration, and description of activity (i.e. times, dates and number of days, including prep and strike; information on planned special effects, road and lane closures).
- Production vehicles arriving on location in or near a residential neighborhood shall not enter the area before the time stipulated on the Road Occupancy permit. Production vehicles shall park one by one, turning off engines as soon as possible. Cast and crew vehicles are not covered by the Road Occupancy Permit and shall observe designated parking areas noted by location managers.
- Filming only takes place between 7:00 AM and 11:00 PM unless residents are surveyed and a majority has given their approval (written approval where possible, name and address noted if home owner/tenant, business owner has no objection, but does not wish to sign). This information to be filed with the Film Liaison Office.
- Moving or towing of any vehicle is prohibited without the express permission of the owner of the vehicle.
- Production vehicles shall not block, or park in, driveways without the express permission of the driveway owner.
- Pedestrian traffic may not be obstructed at any time. All cables and similar items are to be channeled.
- Do not trespass on residents' or merchants' property. Remain within the boundaries of the property that has been permitted for filming.
- No alcoholic beverages permitted at any time on any set or location.

- Cast and crew individuals shall eat within their designated meal area, during scheduled crew meals. All trash must be disposed of properly upon completion of the meal. All napkins, plates and coffee cups used in the course of the workday shall be disposed of in the proper receptacles. All catering, craft service, construction, strike and personal trash must be removed from the location, ensuring that all locations are returned to their original condition.
- Observe designated smoking areas and always extinguish cigarettes in the appropriate containers.
- Removing, trimming and/or cutting of vegetation or trees is prohibited unless approved by the relevant municipal authority (existing City by-laws) or property owner.
- Film crews shall not remove City street signs. This must be done by City Works and Transportation staff.
- Every member of the cast and crew shall keep noise levels as low as possible at all times. Cast and crew will refrain from the use of lewd or improper language.
- Film company employees shall wear appropriate clothing while on location (i.e. t-shirts with offensive slogans or logos are not acceptable).
- Every member of the crew shall wear a production pass (badge) when required by the location.
- The cast and crew shall not bring guests or pets to the location, unless expressly authorized in advance by the company.
- It is up to the film company to make alternate arrangements for residents in possession of a valid street parking permit for that area whose vehicles are displaced by the filming activity. Relocating vehicles by towing to accommodate filming or parking will not be permitted.
- All sidewalk activity must be completed without obstructing pedestrians.
- Residents, occupants or businesses should be free from any negative environmental conditions resulting from filming including but not limited to, spill-over lighting, exhaust fumes or noise that may affect their ability to enjoy their property or conduct their business unless they have been contacted and do not express any objecting.
- It is the responsibility of the production company to ensure that there is a minimum of disruption to residents, occupants, businesses and City employees where filming occurs. This includes ensuring residents, owners and customer's access to their respective premises and ensuring pedestrian and vehicular access to adjoining properties.
- Road Occupancy permits shall be required for all film production in Brampton as designated

DOWNTOWN BRAMPTON

- All of the citywide requirements, notwithstanding the following special provisions for downtown Brampton.
- Filming shall not be permitted in Downtown Brampton on Sunday morning between 7 am and 12 pm.
- One Production Vehicle shall be permitted on Main Street South during film productions in Gage Park or at the Heritage Complex. This vehicle must be parked immediately in front of the Heritage Complex without obstructing adjacent driveways. Other vehicles shall be parked in designated locations outlined in the Road Occupancy permit.
- One or more police officers must be on-site to control traffic and ensure public safety for the duration of the Road Occupancy Permit.

The Code of Conduct shall be attached to every filming notification, which is distributed in the neighborhood or business district.

It is recommended that failure to comply with this code of conduct will permit the City of Brampton to immediately revoke and/or cancel the subject road occupancy permit or city facility agreements.

Services provided by Brampton Economic Development Office

Amanda Lemon, Special Projects Coordinator,
2 Wellington Street West, Brampton, Ontario, Canada, L6Y 4R2,
Tel: (905) 874-2654 Fax: (905) 874-2670
e-mail: amanda.lemon@brampton.ca

