

Edogawa Commemorative Gardens

Photography and Filming Booking form



Gosford
Regional
Gallery

The Edogawa Commemorative Garden is a spectacular outdoor venue and provides a beautiful natural landscape for photography. The Garden was a gift to the people of Gosford from our sister city, Edogawa. The Garden is open to the public from 9:30 am – 4:00 pm every day. Photography and filming in the Gosford Edogawa Commemorative Garden is only permitted with the approval of the Centre Management. This includes, but is not limited to wedding photography, portraiture, fashion shoots, filming and any other organised activity. Please return this form to gallery@centralcost.nsw.gov.au well in advance of your preferred date, and await booking confirmation from Gallery staff.

Photography / Filming request form			
Contact Person			
Organisation name			
Address			
Phone		Mobile Phone	
Email			
Schedule of fees valid until 30 th June 2024 - please tick applicable			
<input type="checkbox"/> Wedding photography	\$210 per hour	This fee is included within ceremony fee	
<input type="checkbox"/> Family portrait	\$90 per hour	Up to 5 people	
<input type="checkbox"/> Commercial photography	\$265 per hour	Including fashion shoot etc.	
<input type="checkbox"/> Student photography	\$26 per hour	Need valid Student ID	
<input type="checkbox"/> Commercial filming	\$265 per hour	Subject to approval	
<input type="checkbox"/> Student filming	Price on application	Based on content and scale	
<input type="checkbox"/> Other projects	Price on application	Based on content and scale	
<input type="checkbox"/> Out of hours extra	\$114 per hour		
Other Information			
Intended visit date		Number of cast	
Arrival time		Number of Crew	
Departure time			
Equipment	<input type="checkbox"/> Tripod <input type="checkbox"/> Power leads <input type="checkbox"/> Other ____		
Do you have any special requirements?			



Conditions for Filming and Photography

The Gosford Regional Gallery and Edogawa Commemorative Garden is a facility of Central Coast Council

GENERAL CONDITIONS

1. The Applicant and participants must comply with any request made of them by Central Coast Council staff prior to, during and after the activity.
2. Close liaison must be maintained with Council staff over the proposed use of the area concerned.
3. Any damage resulting from an approved film/photography shoot shall be recompensed by the Applicant. All direct costs incurred by the Council in relation to the shoot must be covered by the Applicant.
4. The Applicant or a representative is to be on-site at all times during the shoot. A mobile telephone number is to be supplied to the Council for that person.
5. Additional specific conditions may be imposed and will be advised in a separate letter of attachment to the hire agreement.
6. The Council must be advised if any aspect of your shoot changes from the way it is described on your application.
7. Council does not provide exclusive use of the Gardens during opening hours. As a site hirer, the organiser should be aware that other non-related activities may be occurring or in place during your period of use. The locations chosen for your shoot cannot be closed off to other members of the public. It is the Applicant's responsibility to ensure that members of the public do not appear in any material for publication.
8. Where The Gosford Regional Gallery and Edogawa Commemorative Gardens are depicted in a film, video, photograph or other medium, the hirer shall not cause any display of images, words, acts or other material of a crude, offensive nature that is likely to embarrass or distress or in any way injure the reputation and standing of the Council, its employees or any reasonable member of the public.
9. The Applicant must not alter, add or affix any item, sign or poster within the Gardens without prior consultation with the Council staff. Items must not be attached to trees, buildings or other fixed structures.
10. All litter must be removed at the end of the shoot.
11. Failure to comply with conditions in your Licence Agreement may result in additional fees

RISK MANAGEMENT AND SAFETY

12. Employees' and contractors' work practices must not cause hazards or endanger visitors or staff working on Council Lands.
13. All cables must run along the garden edge where possible and when crossing a path they must be covered with cable guard.
14. A Risk Management and Safety Plan for filming at the location must be developed, implemented and a copy provided to Council Staff prior to commencement of the shoot. This includes a risk register as evidence that a thorough risk assessment, which identifies risks and provides a means of implementing and managing controls, has been conducted. This also includes emergency and evacuation plans.
15. All employees and contractors must be suitably attired (including where relevant, wearing company identification, safety boots, hard hats and safety vests), sober and thoroughly trained for the purposes of the activity.
16. The use of drones is bound by laws and CASA regulations. A drone will only be permitted if it is compliant with the law and CASA regulations and is being operated by qualified and licensed persons in a controlled environment. Please advise if you are expecting to operate a drone during your photography/filming shoot and we will advise of additional terms and conditions to be met.
17. The Applicant shall be responsible for the security of any equipment under their control.