

# FILMING & PHOTOGRAPHY GUIDELINES



## Introduction

The primary function of Brisbane Airport is to provide facilities for the safe, secure and efficient movement of passengers, freight and aircraft at Brisbane Airport.

Against this background, Brisbane Airport Corporation (BAC) works closely with commercial organisations and private persons wishing to use the airport for filming and photography activities.

For more information about filming and photography guidelines at Brisbane Airport, refer to the following document.



## **Responsibility for filming and photography at the airport rests with Brisbane Airport Corporate Relations Department.**

### **Safety and Security**

Brisbane Airport is committed to maintaining safety and security at the airport and may decline the use of the airport to film or photograph for safety, security or operational reasons.

Brisbane Airport reserves the right to refuse permission to any organisation or person or to issue a ban on any organisation or person to film or photograph at the airport based on previous abuse or misuse of filming or photography rights. It is therefore important that these guidelines and, in particular, the Terms and Conditions listed below are complied with.

### **Application for Filming or Photography**

Any person or organisation wishing to film or photograph at Brisbane Airport should complete the attached application form and return a copy to Corporate Relations eight (8) business days before the proposed activity.

Arrangements for airside access must also be confirmed with Corporate Relations eight (8) business days before arrival at the airport.

In all cases, filming or photography will not be permitted until the attached application has been signed and returned to BAC along with a copy of public liability insurance certificate, and an email from Corporate Relations has been received by the applicant, confirming that filming has been approved.

Payment is required on the day or prior to the day, unless special arrangements have been made with Corporate Relations.

### **Terms and Conditions of Filming or Photography**

The safe, secure and efficient movement of passengers, freight and aircraft at the airport must not be interfered with in any way. The site used for filming or photography must be kept clean, tidy and safe at all times. The location specified in the attached application must not be used for any purpose other than the purpose for filming or photography specified in the application.

Brisbane Airport may relocate, defer or cancel any approved filming or photography activity when safety, security or operational considerations demand it. In those circumstances, Brisbane Airport will not be responsible for any loss to any person or organisation.

Persons or organisations wishing to film or photograph on the airside of the airport are subject to security access control requirements, ie sighting of a drivers licence or passport, as well as a safety escort and supervision. In particular, all persons must be accompanied by an airport official with an Airport Security Identification Card (ASIC) and a valid visitor pass must be obtained for each person entering the airside. If it is intended to drive on the airside, an Authority to Drive (ADA), applicable to airline operators only, must be obtained and the rules set out in Brisbane Airport's Airside Driver's Handbook, must be complied with.

***Due to increased security at all airports around the world, no vehicle is to be left unattended in the vicinity of the airport, apart from the public car park.***

Prior to commencing filming or photography, persons/organisations must submit to Brisbane Airport a copy of:

A certificate of currency of public liability insurance for an insured sum (as a minimum) as set out below, noting Brisbane Airport as a joint-insured for the purpose of access to Brisbane Airport on these terms and conditions:



- ✈ Airside (near an aircraft manoeuvring area – such as taxiways and runways - \$50million)
- ✈ Airside (not near an aircraft manoeuvring area - \$20million)
- ✈ Landside - \$10 million

Persons or organisations accessing Brisbane Airport do so at their own risk and release Brisbane Airport from liability for any loss or damage of any kind.

If any of these terms and conditions are, in Brisbane Airport's reasonable opinion, not complied with, then Brisbane Airport may terminate the right to film or photograph, and all persons associated with that activity will be required to immediately leave the airport. In those circumstances, Brisbane Airport will not be responsible for any financial loss to any person or organisation.

## Filming and Photography – Fees

A fee is levied in advance for filming and photography activity undertaken for commercial gain. The full amount of the fee will be notified by Brisbane Airport after an application is received and before the activity commences. No filming or photography will be permitted until the applicable fee is paid, unless prior arrangements have been made with Corporate Relations. Fees are as follows:

- ✈ **Landside: \$440.00 per hour or part thereof including GST**
- ✈ **Airside: \$660.00 per hour or part thereof including GST**

*Fees also apply to time taken to set up, from bump in to bump out.*

Should specific Brisbane Airport personnel or services be required to undertake the activity, a further fee may be levied. Depending on the location, timing and duration of the activity, an additional fee may also be imposed to cover the additional deployment of security or safety personnel. Out-of-hours filming incurs an extra fee of \$500.00.

Following the approval of your commercial filming application, any further changes (date, time, location, etc) will incur a \$250 administration fee to process.

***Special fees may also be applicable to major commercial filming shoots and will be negotiated by BAC and the client.***

### **Non-commercial filming or photography**

*Fees are not charged for the following activities:*

- ✈ Airline partners and tenants whether for internal or advertising purposes
- ✈ News coverage, eg breaking news stories and library footage
- ✈ Study related filming ie university and school assignments

BAC also reserves the right to waive fees at any time at its sole discretion.

**Please direct your filming, photography enquiries or filming applications to:**

**Rachel Bronish**  
**Corporate Relations**  
**[bnemedia@bne.com.au](mailto:bnemedia@bne.com.au)**  
**Tel: +61 (7) 3139 8571**  
**8.30am-5.00pm Mon-Fri**