

# FILMING NOTIFICATION

**Production Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Delivery Date:** \_\_\_\_\_

To residents and businesses on : \_\_\_\_\_

We will be filming (Interior/Exterior) scenes at the following address:

From: \_\_\_\_\_

At: \_\_\_\_\_

Our production vehicles and various pieces of film equipment will be located on:

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

Address 3: \_\_\_\_\_

Parking will be reserved with cones on \_\_\_\_\_ and \_\_\_\_\_, with vehicles arriving \_\_\_\_\_ and \_\_\_\_\_ and departing \_\_\_\_\_ and \_\_\_\_\_.

Displaced permit parkers affected by our filming activities are kindly asked to park in their driveways (if applicable), surrounding streets, nearby pay lots or the production will work with you to find alternate parking at \_\_\_\_\_

On our filming day, please contact \_\_\_\_\_ from the locations department.

All our filming and related activities are undertaken under the authority and approval of Kingston Film and Media.

On behalf of the production, we thank you for supporting Kingston's growing film industry.

This notification was delivered seven days prior to filming. If you have concerns, please contact us no later than three business days prior to production beginning. For questions or concerns, email Kingston Film and Media at [film@tourismkingston.com](mailto:film@tourismkingston.com)