



# FILMMAKERS CHECKLIST



The following checklist provides a summary of some key activities that need to be considered and actioned as early as possible to reduce the chances of running into difficulties when principal photography begins.

## CHECK

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All relevant permit applications and authorisations have been submitted and approved in good time to secure production dates and times.



The production has the necessary insurances and a relevant safety plan, including a safety report where required, to ensure the safety of employees and all other parties and to ensure compliance under work health and safety laws.



All relevant permits have been obtained and that compliance with the mandated codes of practice that relate to child employment and animal welfare will be achieved. Check that the Supervisor of Children has a current Working with Children Check Card.



Traders, residents and other interested parties have had written notice in advance of proposed filming activities and that all their concerns have been adequately addressed .



Local council, police and community have been notified of filming on private land, even if specific approvals are not required.



Local council has been contacted early to organise parking plans for essential vehicles and unit base and if there is a need for a traffic management plan.



When employing and inducting crew into the workplace, that they are qualified to carry out the duties they have been employed to do and are aware of their responsibilities under the law.

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