



**COUNTY WICKLOW
FILM COMMISSION**

DATABASE REGISTRATION LIST YOUR PROPERTY FOR FILMING IN COUNTY WICKLOW

Please complete all pages and email to wfc@wicklowcoco.ie or post to:
County Wicklow Film Commission, County Buildings, Wicklow, County Wicklow.
Attach a selection of digital images of your property (also interior if appropriate).

LOCATION DETAILS

Property Name:

Address:

Telephone:

Mobile:

Fax:

Email:

Website:

ARCHITECTURAL STYLE:

Please include details of all architectural styles included in your property (e.g. Art Deco, Gothic, Post-Modern, Regency, etc.)

Please enclose a selection of photos of the property that highlight the key features.

HAS THE PROPERTY BEEN USED FOR FILMING BEFORE, IF YES, PLEASE SPECIFY:

TYPE OF USE: INTERIOR EXTERIOR

INTERNAL FEATURES:

Please indicate any internal features that may be of interest to a filmmaker by ticking the boxes below.

<input type="checkbox"/>	Arches	<input type="checkbox"/>	Beams	<input type="checkbox"/>	Fireplaces	<input type="checkbox"/>	Ornate Ceilings
<input type="checkbox"/>	Atrium	<input type="checkbox"/>	Cellars	<input type="checkbox"/>	Galleries	<input type="checkbox"/>	Panelled Rooms
<input type="checkbox"/>	Ballrooms	<input type="checkbox"/>	Cellular layout	<input type="checkbox"/>	Life / Elevator	<input type="checkbox"/>	Plastered Ceilings
<input type="checkbox"/>	Banquet Rooms	<input type="checkbox"/>	Chandeliers	<input type="checkbox"/>	Machinery	<input type="checkbox"/>	Staircase
<input type="checkbox"/>	Bars / Counters	<input type="checkbox"/>	Conservatories	<input type="checkbox"/>	Marble Pillars	<input type="checkbox"/>	Stone Floors
<input type="checkbox"/>	Basements	<input type="checkbox"/>	Escalators	<input type="checkbox"/>	Open Plan Interiors	<input type="checkbox"/>	Wooden Floors
<input type="checkbox"/>	Other (please specify)						

EXTERNAL FEATURES:

Please indicate any external features that may be of interest to a filmmaker by ticking the boxes below.

<input type="checkbox"/>	Arches	<input type="checkbox"/>	Fences, metal	<input type="checkbox"/>	Glass: smoked	<input type="checkbox"/>	Swimming Pool
<input type="checkbox"/>	Atriums	<input type="checkbox"/>	Fences, wire-mesh	<input type="checkbox"/>	Harbours	<input type="checkbox"/>	Thatched Roofs
<input type="checkbox"/>	Balconies	<input type="checkbox"/>	Fences, wooden	<input type="checkbox"/>	Iron gates	<input type="checkbox"/>	Trees
<input type="checkbox"/>	Bridges	<input type="checkbox"/>	Fountains / Water Sculptures	<input type="checkbox"/>	Woodland	<input type="checkbox"/>	Trellises
<input type="checkbox"/>	Chimneys	<input type="checkbox"/>	Garages	<input type="checkbox"/>	Orangeries	<input type="checkbox"/>	Turrets
<input type="checkbox"/>	Cloisters	<input type="checkbox"/>	Orchards	<input type="checkbox"/>	Wasteland	<input type="checkbox"/>	Parapets
<input type="checkbox"/>	Cobbles	<input type="checkbox"/>	Columns	<input type="checkbox"/>	Pediments	<input type="checkbox"/>	Portcullis
<input type="checkbox"/>	Cornices	<input type="checkbox"/>	Courtyards	<input type="checkbox"/>	Porticoes	<input type="checkbox"/>	Promenades
<input type="checkbox"/>	Doors: revolving	<input type="checkbox"/>	Doors: studded castle	<input type="checkbox"/>	Railings	<input type="checkbox"/>	Ruins
<input type="checkbox"/>	Dovecotes	<input type="checkbox"/>	Driveways	<input type="checkbox"/>	Gatehouses	<input type="checkbox"/>	Gates
<input type="checkbox"/>	Gateway	<input type="checkbox"/>	Glass: mirror	<input type="checkbox"/>	Skylights	<input type="checkbox"/>	Statues
<input type="checkbox"/>	Gardens (please specify particular style, e.g. water, Chinese, style, allotment, period, lawns, vegetable, etc.)						

<input type="checkbox"/> Windows: (please specify particular style, e.g. arched, bay, dormer, mullion, stained glass, etc.) <hr/> <hr/>
<input type="checkbox"/> Other (please specify) <hr/> <hr/>

DESCRIPTION

Please provide a brief description of your property – feel free to continue on a separate sheet if necessary. Please highlight any special features or styles, i.e. staircases, fireplaces, unusual design of rooms, decoration and elaborate on the detail of any features indicated in the above sections. Please also include a selection of reference photos (either stills or jpegs) or the property. We will endeavour to return all photos.

CONDITION:

Please describe whether the property is uninhabited, occupied, summer house, derelict, etc.

MOOD & FEEL:

Please describe the mood and feel of the property in as many words as possible, e.g. bright and airy, bohemian, dingy, domestic, grand, retro, spooky, etc.

ACCESS:

Please provide details of any access restrictions, e.g. height or width restrictions, quality of roads, shared access routes or driveways etc.

STORAGE:

Please give details of any spaces on or close to the location that could be made available for storage.

RESTRICTIONS:

Please give details of any other restrictions which you consider relevant to a filmmaker.

PARKING:

Please specify any car parks or parking areas close to the property that could be used by a film crew.

NOISE:

Is there the potential for external noise that could affect filming? If so, please specify.

ACCESS TIMES:

Please indicate times at which your property will be accessible for filming.
Please also specify if there are any particular hours during which filming can be done.

- Days – Hours _____ Weekend – Hours _____
 Nights – Hours _____ Bank Holidays – Hours _____
 Business – Hours _____

PLAN: (optional)

A rough sketch is required to show the layout and orientation of the location. Please attach a plan of the property and feel free to include a photocopy of an existing plan if you prefer.

MAIN CONTACT – PROPERTY OWNER:

Name: _____ Job Title: _____
Company / Organisation: _____
Address: _____

Telephone: _____ Fax: _____
Mobile: _____ Email: _____
Website: _____

CONTACT 2 – PROPERTY AGENT OR OTHER NOMINATED PERSON:

Name: _____ Job Title: _____
Company / Organisation: _____
Address: _____

Telephone: _____ Fax: _____
Mobile: _____ Email: _____
Website: _____

DECLARATION AND DATA PROTECTION ACT 1998: IMPORTANT

Please read carefully and tick the boxes to show that you have understood and accept the following. Failure to accept points 1-4 and sign this declaration mean that we will not be able to register your location on our database, and if you don't accept point 5 we will not be able to offer you opportunities to feature in our marketing and promotional material.

- (1) I, the undersigned, being the properly authorised representative for the location(s) as named on this form, declare that all the information I have provided is, to the best of my knowledge, true.
- (2) I give permission for all the information I have provided (including all associated photographic material, more specifically defined as film, negatives, film positives, film prints, digital images or recording of an electronic nature) to be held on a computerised database maintained in accordance with the Data Protection Act 1998, and consent to all such information being disclosed to persons requesting details of locations from County Wicklow Film Commission, by mail, electronic mail and via the County Wicklow Film Commission on-line location library.
- (3) I understand that County Wicklow Film Commission will make every endeavour to ensure the accuracy of the information contained in the database, and will take all reasonable steps to verify the bona fides of persons requesting from the database.
- (4) I understand that County Wicklow Film Commission will not have any liability to the location owners for any loss, damages, costs or expenses which the location owner suffers or incurs as a result of providing the above information or as a result of any arrangements the location owner may make with third parties introduced through the County Wicklow Film Commission for the use of their property as a location.
- (5) In accordance with the requirements of the Data Protection Act 1998, County Wicklow Film Commission needs to obtain your consent to contact you by post, phone, fax or email for the purposes of updating the information held and from time to time County Wicklow Film Commission may want to contact you by phone, fax, email or letter about events, activities, publications and our other promotional activities that may be of interest to you to include your property.

Don't forget to include a disc with some digital images of the property or email them to us at wfc@wicklowcoco.ie clearly stating your name and address.

County Wicklow Film Commission, County Buildings, Station Road, Wicklow Town, County Wicklow, Ireland
Tel: + 353 404 20257 Mobile: + 353 87 2321292 Fax: + 353 404 62136 Email: wfc@wicklowcoco.ie

This document is an application to be included in the locations database for filming in County Wicklow. It does not constitute a filming or location contract, nor does it confer permission to film.

Name:

in block capitals

Signed: **Date:**

Authorised Representative for the Location