

---

**Approved:**

Jim Standen, Assistant Deputy Minister

---

**Effective Date:** January 16, 2017

---

**Relationship to Previous Policy:** This policy replaces all previous policies regarding commercial film permits

---

## Park Use Permits

### Permits for Commercial Filming

#### Purpose

The purpose of this policy is to provide clear and consistent provincial direction to staff, BC Parks permit liaisons, BC Parks site monitors, and potential Permittees regarding commercial filming in parks.

#### Scope

This policy applies to park use permits and resource use permits (PUPs) within parks, protected areas, conservancies and recreation areas. Under the *Ecological Reserve Act* and the Ecological Reserve Regulations, there is no authority to issue an ecological reserve permit for commercial film production except for films pertaining to ecological research or educational purposes. This policy does not apply to the issuance of an ecological reserve permit for commercial filming.

#### Definitions

“**commercial filming**” means the use of a defined area to carry on, with the intent of monetary return, commercial filming using still or motion photography

“**film permit liaison**” means a person appointed by BC Parks to provide assistance to the applicant throughout the application process, and who is responsible for providing guidance on allowable activities and permit application requirements

“**film site monitor**” means a monitor appointed by BC Parks to act as the on-site representative for the agency, and who is responsible for monitoring film production activities, ensuring compliance with permit conditions, facilitating communication between BC Parks and the Permittee, and to approve minor changes as specified under the conditions in the approved permit

“**major shoot**” means all commercial filming that is not considered a minor shoot

“**minor shoot**” means commercial filming with no disturbance to park users or natural resources.

The following criteria are also used to determine what is considered a minor shoot:

- limited number of vehicles (five or less);
- no sets or major equipment;
- no alteration to park facilities, furniture, signs, etc.;
- ten or less persons;
- use of hand held photographic equipment (includes a tripod); and,

- minimal or no monitoring required by BC Parks

“**news purposes**” means filming or photography that has as its subject an unexpected current event, is undertaken during or soon after the event as an urgent response to the event and is for the express purpose of inclusion in a television news bulletin, newspaper, news magazine or similar topical publication

“**park**” for the purpose of this policy means Crown land established or continued as a park, protected area, recreation area, or conservancy under the *Park Act*, the *Protected Areas of British Columbia Act*, or the *Environment and Land Use Act*, and does not include ecological reserves

“**park use permit**” means a licence, issued under the *Park Act*, authorizing an activity or a course of behaviour or conduct, or the occupancy, use, development, exploitation or extraction of a natural resource on or in a park

“**permit**” means a park use permit or resource use permit issued under the *Park Act*

“**permit area**” means that part or those parts of a park, conservancy or recreation area identified in the permit as the area in which permission is granted to enter upon and use in order to conduct certain activities authorized within the permit.

“**Permittee**” means the entity or person identified on a given permit entering into an agreement with the Province of British Columbia to which rights and responsibilities are granted as per that permit.

“**resource use permit**” means a licence, issued under the *Park Act*, authorizing an activity or a course of behaviour or conduct, or the occupancy, use, development, exploitation, or extraction of a natural resource on or in a recreation area

“**term**” means a fixed and definite period of time during which a permit is issued or the period of time between the start of the commencement date and the end of the expiration date

“**high-value film park**” means all of the following parks: Alice Lake, Brandywine Falls, Coquihalla Canyon, Cultus Lake, Cypress, E.C. Manning, Elk Falls, Garibaldi, Golden Ears, Goldstream, Gordon Bay, Juan de Fuca, MacMillan, Mount Seymour, Murrin, Peace Arch, Porteau Cove, Rath Trevor, Sasquatch, Shannon Falls, Skaha Bluffs and Stawamus Chief

## Policy

In support of the British Columbia film industry, BC Parks considers film productions to be appropriate where they do not adversely affect:

- the natural and cultural heritage, recreation, use and appreciation values of the park;
- the public right to free and reasonable access to parks for their inspiration, use and enjoyment;
- an asserted or proven aboriginal right (including aboriginal title) or treaty right, that is recognized and affirmed by section 35(1) of the *Constitution Act*, 1982; and,
- the rights of existing Permittees.

Proposed commercial filming activities must be consistent with the management direction for the park, park-specific conditions and restrictions, BC Parks commercial filming guidelines, BC Parks Commercial Filming Policy, and are subject to [BC Parks Impact Assessment Process](#).

### 1.1.3 Applications

Proponents wishing to film within a park are required to contact a BC Parks representative to discuss their proposal prior to submitting an application. BC Parks may assign a film permit liaison to work with the applicant to prepare a complete application and confirm requirements for the proposed film shoot.

Applications must be submitted according to the standards set out in the application form, and following the approved [BC Parks Permit Application Policy](#). Provided an application is complete, BC Parks commits to processing applications within five (5) business days of their receipt. Eligibility requirements for park use permits can be found in [BC Parks Permit Application Policy](#).

The application form requests the basic information required to do a Level 1 Preliminary Screen as part of BC Parks' Impact Assessment process. Depending on the outcome of the Level 1 Preliminary Screen, a higher Level (2 or 3) impact assessment may be required. Costs associated with the Level 2 or 3 Impact Assessments are the responsibility of the applicant.

#### 1.1.1 News Purposes

Filming for news purposes does not require a park use permit.

#### 1.1.2 Accreditation

BC Parks encourages major filming productions, except for television commercials, to display a credit line identifying the park used as the site location:

*Filmed in \_\_\_\_\_ Park/Protected Area/Conservancy/Recreation Area, British Columbia, Canada*

#### 1.1.4 Cancellation

Permits may be cancelled for any reason that is listed in the approved permit, including mutual agreement. For further information on permit cancellation see the approved [BC Parks Permit Cancellation Policy](#).

#### 1.1.5 Designated Representative

The film company must appoint one Designated Representative from the company who will be responsible for all film company activities within a park. The Designated Representative must:

- be present at the film site during all filming activity;
- provide BC Parks with a 24 hour contact number;
- be responsible to ensure the film company staff and contractors are informed of and abide by applicable Acts and Regulations, the park use permit and BC Parks Commercial Filming Policy and Filming Guidelines;
- be responsible to ensure that no filming activities beyond what has been approved in the permit is undertaken without prior approval from BC Parks; and,

- be fully responsible for carrying out all instructions and orders, verbal or written, received from the BC Parks Representative/film site monitor.

#### **1.1.6 Insurance**

BC Parks requires permit holders to have and maintain insurance policies for the term of their permit. As a standard minimum, film companies must maintain and pay for Commercial (General) Liability Insurance, with insurers licensed to do business in Canada, in an amount not less than \$2,000,000 per occurrence during the term of the permit. The minimum coverage may be increased if deemed necessary. Other coverages may be required for specific uses such as, but not limited to, aircraft and marine vessels. For further information on required insurance, such as proof of insurance and standard insurance provisions, please see the approved [BC Parks Permit Insurance Requirements Policy](#).

#### **1.1.7 Financial Guarantee**

Prior to the commencement of a major film shoot, the Permittee may be required to post a financial guarantee with the Province. Acceptable forms of financial guarantees are certified cheques or money orders. If required, the financial guarantee will be included as a condition of the permit, with the standard minimum amount being \$5,000. The financial guarantee may be increased at the discretion of the Regional Director depending on the impact, risk or term of the film production to reflect the estimated cost to the Province should the park suffer any modifications or damage from filming activities. The financial guarantee is required to ensure diligent bona fide use, site restoration, clean up, payment of monies owing and compliance with the provisions of the park use permit.

Financial guarantees will generally not be required for minor film shoots, but the Regional Director maintains their discretion to require a financial guarantee for any film shoot.

The financial guarantee will be refunded to the film company after all permit conditions have been met, including invoices paid and satisfactory clean up and restoration of the permit area.

#### **1.1.8 Permit and Administration Fees**

All applications are required to be submitted with the application fee of \$200 (plus tax). The permit fee for a minor shoot is \$100 and must be submitted before the permit will be issued.

Major film shoots are charged permit fees that vary depending on the park, with some parks being considered high-value film parks and assessed a higher fee than other parks. Permit fees apply to each park listed on the permit and may be required to be paid in advance. For high-value film parks prep, wrap or hold days will be charged at a rate of \$750 per day (plus tax) and each film day will be charged at \$1500 per day (plus tax). Major film shoots in all other parks will be charged at \$400 per day (plus tax).

#### **1.1.9 Other Fees**

Over and above the permit and administration fees for commercial filming, the following fees may also be applied depending on the requirements of the production:

- use of provincially-owned structures;
- use of provincial equipment;

- use of provincial supplies;
- consumption of metered water and electrical power;
- parking fees;
- cost recovery for permit liaison support;
- cost recovery of film site monitors; and,
- cost for services provided by or set aside in a Park Operator's Operating Area.

#### **1.1.10 Cost of Location Monitoring**

Permits issued for film productions usually require a considerable amount of time to supervise and inspect the activity. Depending upon the size of the production, film companies will be required to pay all costs for a film site monitor appointed by BC Parks. Charges will be calculated using the Director's Guild of Canada-BC District Council daily rates for "Location Manager" or in the case of a BC Parks staff person, costs will be calculated using the employee's current wages as set out in the B.C. Government and Service Employees' Union (BCGEU) Collective Agreement.

#### **1.1.10 Cost of Permit Liaison Support**

The permit application process to film in parks often requires site visits, guidance from BC Parks, document preparation and mapping preparation. BC Parks may appoint a film permit liaison to support the applicant through the application process, to provide guidance on allowable activities in the park and to develop the permit applications. Film companies will be required to pay all costs for a film permit liaison appointed by BC Parks. Charges will be calculated based on an hourly rate set out in a signed Standing Offer, or in the case of a BC Parks staff person, costs will be calculated using the employee's current wages as set out in the B.C. Government and Service Employees' Union (BCGEU) Collective Agreement.

#### **1.1.11 Refunds**

Refunds for commercial filming application fees and permit fees will be considered using the refund policy set out in [BC Parks Permit Fee Policy](#).

#### **1.1.12 Renewal**

Film permits are not renewable.

#### **1.1.13 Suspension or Halt to Film Production**

BC Parks reserves the right to suspend or order the cessation of any or all of the film production activity if it is in default of the permit.

BC Parks also reserves the right to suspend or order the cessation of any or all of the film production activities for any risks posed to public safety (i.e., fire, other natural hazards, etc.).

In any of these circumstances, no further film production can be undertaken without written approval from the Province.

The Permittee will not be entitled to any compensation from the Province, in damages or otherwise, if any film production activity under the permit is suspended or ceased.

#### 1.1.14 Term

The term for film permits is variable but finite and will be set in the permit. Applicants are encouraged to request term lengths that will provide a reasonable amount of time for them to complete their proposed film shoot while accounting for variables such as weather conditions and scheduling. For more information please see [BC Parks Permit Term Length Policy](#).

#### 1.1.15 Compliance with Laws

In the performance of the Permittee's obligations under the permit, the Permittee must comply with all applicable laws. For further clarity, this requirement is included as a condition in all film permits. It is the responsibility of the Permittee to make themselves familiar with all applicable provincial laws, including those regarding wildlife, labour, and practicing business in BC.

#### Related Guidance/Considerations

This policy is supported by BC Parks' commercial filming guidelines:

<http://www.env.gov.bc.ca/bcparks/permits/film/docs/commercialFilmingGuidelines.pdf>

More information regarding locations, background information and commercial filming in provincial parks may be accessed through BC Parks' website:

<http://www.env.gov.bc.ca/bcparks/permits/film/>

BC Parks honours the British Columbia Film Location Policy which may be accessed on the BC Film Commission's website:

[http://www.bcfilmcommission.com/production/production\\_guide.htm](http://www.bcfilmcommission.com/production/production_guide.htm)

---

#### APPROVED AMENDMENTS:

Effective Date:	Summary of Changes:
2017-01-16	The policy was updated to reference other existing pieces of BC Parks' policy, updated fees for film permits, and the requirement to work with a film permit liaison during the application process