**ISLINGTON FILM OFFICE**

**Film Parking Permit Application**

* Please complete and return this form to [info@islingtonfilmoffice.co.uk](mailto:info@islingtonfilmoffice.co.uk)
* A minimum of 3 working days’ notice is required.
* If you are submitting your application on the last available day, please call the office on 0207 620 0391 to confirm it has been processed.
* Permits can be used in up to 4 different locations in the borough. **For Single Yellow Line or Double Yellow Line parking requests, you must provide a parking plan and speak with Islington Film Office to confirm.**
* You will need to pick up the permits from our office (Unit C, 57- 59 Great Suffolk Street).
* Please ensure each vehicle displays a ‘film unit’ sticker or sign

|  |  |
| --- | --- |
| Film office reference (t*o be completed by film office)* |  |
| Location Manager name and mobile number |  |
| Production title |  |
| Production company name |  |
| Number of permits required *(each technical vehicle needs one permit per day. We do not need registration numbers)* |  |
| Date(s) of filming*(if you use a permit on the wrong date you will get a parking ticket)* |  |
| SYL/DYL parking requirements, if applicable *(provide parking plan of specific location requested)* |  |
| Time and date of pick up (Tue, Wed or Thu between 10:30-16:30) |  |
| Cost calculation: £60 per vehicle per day. |  |

Parking on a Single or Double Yellow Line is only permitted by prior arrangement. Under no circumstances will parking be permitted where loading restrictions are in force, near to junctions or where the parked vehicle causes an obstruction. The Permit is not valid on Red Routes or outside the London Borough of Islington. The permit can be used for up to 4 locations within the Borough of Islington. The permit can be used in the Permit Holder, Resident, Shared Use and Pay by Phone bays. No parking in Doctors Bays, Disabled Bays or anywhere where the vehicle will cause an obstruction. In the event you are required to move your vehicle by a Parking Officer or other Council Enforcement Officer or the Police then you must move it immediately.