

Filming and Photography Guidelines

Applications

1. Southbank Centre will respond to filming and photography requests as quickly as possible and recognises the deadlines of the film and photographic industries. We cannot guarantee to approve applications with less than five working days notice.
2. All filming is subject to terms and conditions available to download from Filmapp.
3. Southbank Centre strongly encourages a site meeting with larger scale filmmakers or those making complicated productions to discuss the logistics of their request.
4. All requests to film will be assessed along with existing scheduled events, planned maintenance work and potential security risks.
5. Under no circumstances may the agreed filming / photography be altered (time, place or content) without the express approval of Southbank Centre.
6. Due to time constraints Southbank Centre reserves the right to stop a filming if it appears to be overrunning or the crew has arrived late to the site. Where filming is allowed to continue despite overrunning, the applicable location fee for the additional hours spent at the location will be charged retrospectively.
7. Filming of a blasphemous, salacious or derogatory nature will not be permitted.

Southbank Centre Site

1. Southbank Centre will not be responsible for clearing areas for any shoots or crew. This includes but is not limited to people, objects and equipment.
2. Walkways must not be blocked at any time. The public may be asked to wait while a shot is in progress but they must not be physically restrained under any circumstances.
3. Clear signage must be displayed at all times to alert the public to the filming taking place.
4. Crews are responsible for making their shoot secure. Southbank Centre will not be held responsible for any loss or damage to equipment.
5. Security may be required for certain types or sizes of shoot. Any costs will be charged back to the client.
6. Secret filming or interviewing the general public is not permitted anywhere on site.
7. Free running and parkour is not permitted onsite.
8. Drones are not permitted to be used anywhere on the Southbank Centre site.
9. If filming children, permission must be sought from parents or guardians and a child protection policy implemented by the crew. This needs to be shared in advance with the Southbank Centre. The shoot manager is responsible for ensuring any relevant licences are in place.
10. There are noise restrictions in place onsite which vary across locations and time of day. Please mention the use of sound in your application. Music videos may require headsets.
11. Please inform the Southbank Centre if you intend to use a generator as early in the application process as possible. Additional details will be required.
12. Parking is not available onsite.

13. It is not possible to include any of the artistic installations in any shots. This includes, but is not limited to:

- The Orange Benches
- Appearing Rooms - the fountain installed during summer months
- Zemran - outside the Queen Elizabeth Hall
- Any external installations on any of our venues

Queen's Walk

1. Time restrictions apply when bringing vehicles onto the Queen's Walk, these may vary. The speed limit is 5mph and at least two banksmen in hi-vis must accompany the vehicle.
2. When bringing heavy equipment onto the Queen's Walk, protective boards need to be placed on the ground to protect paving. No weight can be placed on the tree pits as these areas are not supported.
3. The trees along the Queen's Walk have a conservation order on them and must not be altered or damaged.

Interior Shoots

1. Additional security will be required if shooting inside any of the auditoria. This will be charged back to the client.
2. If catering in the internal areas of the Royal Festival Hall, Queen Elizabeth Hall and Hayward Gallery, the caterers must be chosen from the Southbank Centre's approved list of caterers.

Cancellation

1. Once an application has been approved and the invoice has been issued the following cancellation policy will apply

For shoots in external locations

- More than 72 hours to shoot date and time - 50% of the Hire Charge, the full estimated value of the Services Charge and such other losses, costs and/or expenses as SCEL may incur and/or has incurred as a result of such cancellation
- 72 hours or fewer to shoot date and time - 100% of the Hire Charge, the full estimated value of the Services Charge and such other losses, costs and/or expenses as SCEL may and/or has incurred as a result of such cancellation

For shoots in internal locations

- More than 10 days notice to shoot date and time - 50% of the Hire Charge, the full estimated value of the Services Charge and such other losses, costs and/or expenses as SCEL may incur and/or has incurred as a result of such cancellation
- 10 working days or fewer to shoot date and time - 100% of the Hire Charge, the full estimated value of the Services Charge and such other losses, costs and/or expenses as SCEL may and/or has incurred as a result of such cancellation

2. When servicing costs apply, 100% of the servicing charges will be due to Southbank Centre if the shoot is cancelled with less than 10 working days notice to the shoot date.

General

1. Filmmakers must agree to abide by all statutory legislation relating to filming, in addition to professional standards of filming described in the Location Filming in London Code of Practice. This can be found on Film London's website www.filmlondon.org.uk.