



EXPRESS AGREEMENT NO _____

DOCUMENTS TO BE PROVIDED :

- ☐ Storyboard/script
- ☐ List of locations
- ☐ List of vehicles
- ☐ Production schedule

This document is intended to production companies specializing in advertisements, videos (musical or other), as well as commercial photographers and audiovisual training institutions.

All production companies starting a project using public property for filming must get in touch with the Bureau du cinéma et de la télévision de Montréal (BCTM) by forwarding the present Memorandum of agreement fully completed and duly signed. The production company must submit a proof of civil liability insurance on public property for an amount of coverage varying from 1 M\$ to 5 M\$; this policy must include a rider specifying that the City of Montréal is co-insured.

Only a representative of the BCTM, on behalf of the production company, is authorized to contact municipal departments directly and obtain permits or technical support for a film shoot.

PRODUCTION TITLE :

PRODUCTION COMPANY :

ADDRESS :

NEQ (QUÉBEC ENTERPRISE NUMBER) :

PROD. MANAGER :

CELL.:

E-MAIL :

LOCATION MANAGER :

CELL.:

E-MAIL :

UNIT MANAGER :

CELL.:

E-MAIL :

PRODUCTION TYPE

☐ Commercial

☐ Music video

☐ Photography

☐ Student project

☐ Other: _____

PROJECT DESCRIPTION :

DATES : FROM _____ TO _____

HOURS : FROM _____ TO _____

TYPES OF PERMITS REQUIRED

☐ Filming

☐ Parking

☐ Sidewalk

☐ Complete street closure

☐ Intermittent street closure

☐ Stunt

USAGE OF PUBLIC PROPERTY

☐ Parks

☐ Buildings

☐ Loan of street furniture

SPECIAL EFFECTS : ☐ Yes ☐ No

TOTAL BUDGET :

SPENT IN MONTREAL (%) :

NUMBER OF EPISODES/COMMERCIALS :

DURATION (MINUTES) :

TOTAL NUMBER OF FILMING DAYS :

NUMBER OF FILMING DAYS IN MONTREAL :

DIRECTOR :

ACTORS :

The undersigned recognizes all dispositions stipulated in the Code of Conduct and Guidelines for Feature Films and Televisual Shooting on Public Property and agrees to follow these standards .

SIGNATURE _____

PRODUCTION MANAGER

DATE : _____