



# Celebration Pavilion

at Queen Elizabeth Park

www.celebrationpavilion.ca

## 2024 Facility Rentals

Please contact:

Maria Di Antonio - Facility Rentals Supervisor

Office: 604.654.0780 / Cell: 604.404.8137

E-mail: celebration.pavilion@vancouver.ca

### Film Shoot Application Form

(This is an application/request only and does not guarantee a rental agreement will be issued.)

**PLEASE DO NOT SUBMIT UNTIL YOU HAVE FINALIZED ALL YOUR LOCATIONS AND DATES**

**Please print clearly**

Date of Application: \_\_\_\_\_

Production Company: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Production Manager: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Location Manager: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Assistant LM: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Production / Show Name: \_\_\_\_\_ Episode#: \_\_\_\_\_ Type of Film/

Video: Series: \_\_\_\_\_ Feature: \_\_\_\_\_ Commercial: \_\_\_\_\_ Documentary: \_\_\_\_\_ Other: \_\_\_\_\_

Do you have a CoV Master Film Agreement and/or ZO2 billing account setup with CoV Events and Filming Office? Please specify which: \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Pending \_\_\_\_\_

# of Crew: \_\_\_\_\_ # of Cast \_\_\_\_\_ # of Extras: \_\_\_\_\_ # of Vehicles to enter Garden: \_\_\_\_\_

Will the cast include film 'stars' who will be present in the Celebration Pavilion? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please provide names:

\_\_\_\_\_  
\_\_\_\_\_

**2024 Commercial Film Application Form Continued...**

For Parking Requirements outside the Celebration Pavilion please contact the Special Events and Film Department:

Special Events & Filming Office  
Phone: 604.257.8516  
Fax: 604.257.8501  
Email: [parkevents@vancouver.ca](mailto:parkevents@vancouver.ca)

Types of Vehicles and Parking Requirements outside Celebration Pavilion and has this been communicated to the Special Events and Film Department?: \_\_\_\_\_  
\_\_\_\_\_

Detailed description of any alterations needed to be done to the site(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special effects and/or noise: \_\_\_\_\_  
\_\_\_\_\_

Are there any services you request to have provided by the Garden staff? If yes, give details:  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE LIST ALL LOCATIONS/DATES/TIMES REQUIRED  
INCLUDE DATES/TIMES FOR SET UP AND TAKE DOWN**

Location(s)	Date(s)	Times crew in the Conservatory (ie. 8am to 4pm)

# 2024 Commercial Film Application Form Continued...

## IMPORTANT - PLEASE INCLUDE WITH YOUR APPLICATION:

1. A map clearly indicating the areas you intend to use
2. A photocopy of your insurance as required by the City's Risk Management Department

### ONCE AN APPLICATION IS APPROVED:

The rentals department will create a rental agreement with the information provided in the application. At which point we will require payment of the \$1,000 non-refundable reservation fee along with a damage deposit cheque of \$5,000 made out to:

City of Vancouver – Bloedel Conservatory  
4600 Cambie Street (Queen Elizabeth Park)  
Vancouver, BC V5Y 2M4  
(GST # R121 361 042)

Please note: There is a one day filming rate cancellation fee if 24 hours advance notice is not received (Please see info sheet for pricing).

**If approved, a Rental Agreement will be forwarded for your signature. Filming cannot take place until there is a signed Rental Agreement.**

### Conditions of Use:

1. Smoking is not permitted on the premises as the Celebration Pavilion and Queen Elizabeth Park are a smoke free environment. Vancouver parks, beaches and facilities are entirely smoke-free (effective September 1, 2010).
  - a. If you require a smoking area, the perimeter at the sidewalks like that of 33rd and Cambie may be used.
2. Due to weight restrictions, no lifts are permitted. No vehicles of any kind are permitted on the fountain plaza or green spaces.
3. USE OF UAV'S/Drones:
  - a. All commercial drone filming that take off or lands on or where the safety perimeter crosses onto City or Parks land, must have a permit issued by the appropriate film office.
  - b. All commercial filming must comply with Transport Canada regulations as well as City and Parks Bylaw regulations and guidelines.
  - c. All commercial drone operations must provide proof of compliance with Transport Canada guidelines for the appropriate category of drone filming, including the appropriate pilots certificate, have a job-specific or open special flight operations certificate (SFOC) when appropriate.
  - d. SPOC's are required for all filming using a drone over 25KG, flying over 400 FT, or flying in restricted air space.
  - e. A pilot certificate - advanced operations is required when there is any possibility that the drone will be operated within 30M (100FT) of a bystander (public).
  - f. FOR MORE INFORMATION ON THE DRONE CATEGORIES: <https://www.tc.gc.ca/en/services/aviation/drone-safety/find-category-drone-operation.html#micro-drones>
4. No vehicles are permitted on the fountain plaza or surrounding areas. All delivery trucks, making deliveries for the User and not part of the regular crew, or contracted to outside suppliers, must know exactly where they are going before entering the Park.
5. Any special requests need to be discussed, approved and confirmed prior to any bookings.
6. The User will inform all residents of the adjacent street and the exercise groups in advance of the days of shooting.
7. Any live planted material, mulch or soil brought in must be sterilized and in bags. To be approved/inspected by garden staff before hand.
8. There is to be no digging in the Park unless approved due to potential damage to the irrigation system. Spikes or sunken poles are NOT PERMITTED. All structures must be secured above ground (with blocks).
9. No plants will be pruned without permission and under the supervision of the QE Celebration Pavilion Liaison.
10. Everyone must take extra precaution when walking around the pathway and surrounding the Celebration Pavilion when moving equipment.
11. Crews are NOT PERMITTED to enter planted beds.
12. No candles, torches, smoke, mist, confetti, balloons, and no chemicals of any kind.
13. During prep and filming signs must be placed on the pathways informing Park visitors that filming is in progress.
14. Refreshment area location will be chosen by mutual consent with the QE Celebration Pavilion Rental Department /Park Board Special Events. All stipulations under Sensitive Area Protection must be adhered to.
15. User must ensure that there is no damage done to the Celebration Pavilion and Queen Elizabeth Park.
16. The damage deposit will cover restoration of any disturbed areas to the condition in which they were prior to filming. In the event of a disagreement, the Park Board will decide in its reasonable judgment.
17. QE Celebration Pavilion Liaison must be present during all prep, filming and wrap.