

## Application to film at Port of Tauranga Limited

Port of Tauranga occupies approximately 190 hectares of land on both sides of Te Awanui Tauranga Harbour. As a Customs Controlled Area and a hazardous workplace, access to the port is strictly prohibited without prior consent. In special circumstances, Port of Tauranga can facilitate filming for editorial purposes, subject to certain conditions. Please fill out this form to help us evaluate your proposal.

<b>Production company name and contact details.</b> Please attach references if possible.	
<b>Detailed description of project/production.</b> Where and when will it be broadcast and who is the intended audience? What other locations / interviewees will be filmed?	
<b>Proposed dates of filming and length of time required on site</b>	
<b>Proposed location</b> eg Tauranga Container Terminal, Mount Maunganui bulk wharves, Port of Tauranga offices, cruise ship berth, etc	
<b>Filming equipment intended to be used</b> (eg vehicle mounted camera, drone, tripod, specialist lighting)	
<b>Any Port of Tauranga interviewees required?</b> If so, what are the questions / themes?	
<b>Any other details you can share?</b> Please attach any supporting documents	
<b>Are you willing to provide Port of Tauranga with (a) final approval of footage to be broadcast and (b) copies of footage for the company to use</b>	(a)  (b)



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<b>for promotional purposes?</b>	
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Visiting crew must be listed on the Visitor Register and must be accompanied at all times by a suitably experienced Port of Tauranga security card holder with the appropriate inductions for the area being filmed.

<b>Name, mobile phone number and email address of card holder accompanying the film crew</b>	
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Port of Tauranga does not provide funding for film productions and reserves the right to recover costs if necessary.

All visiting crew members may be required to undergo an online safety induction (<http://www.port-tauranga.co.nz/health-safety/your-safety/>).

Drones may not be operated without specific permission (see our drone policy). All crew members will need to be escorted by Port of Tauranga staff at all times and must follow their instructions, especially in the case of an emergency.

Permission must be sought from all filming subjects (eg shipping companies) and evidence of this may be required. Individuals must not be identifiable in footage unless express permission is granted by the individual.

For further information, please contact:  
 Rochelle Lockley, GM Communications  
 Ph: 021 865 884  
 Email: [rochelle.lockley@port-tauranga.co.nz](mailto:rochelle.lockley@port-tauranga.co.nz)



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