



**SOUTHWEST NWT FIELD UNIT**  
Commercial Film  
& Photography  
Guidelines



Parks Canada  
Parcs Canada

Canada



## AT A GLANCE

Commercial filming and photographic activities must be pre-approved by the Southwest Northwest Territories (SWNWT) Field Unit through an application process for a film or photography permit. To apply, a proposal must be submitted. Proposals will be evaluated to ensure compatibility with the Parks Canada mandate and preservation of the park's resources, and to ensure minimal disturbance to both visitors and wildlife.

If the proposal is suitable, a film / photo agreement will be drawn up. Depending on the nature of the proposal, certain conditions or restrictions may apply and an Environmental Assessment will be required. Proof of comprehensive liability insurance with a minimum coverage of \$2,000,000 naming "Her Majesty the Queen in Right of Canada as represented by Parks Canada Agency" is also required.

Payment in full of all applicable fees must be received by the park prior to filming. Fees include an application fee, location fee, and, depending on the nature of the proposal and level of assistance provided by the park, cost-recovery fees may also apply. Fees may be reduced for proposals that assist Parks Canada in meeting its mandate and provide direct benefits to the park. An example of a direct benefit would be sharing of photos / footage for educational use by Parks Canada.

It is recommended that proposals be submitted at least 2 months prior to the intended dates of filming to allow adequate time for the proposal to be evaluated and for a film production / photography agreement to be drawn up. The SWNWT Field Unit has the right to refuse film productions that negatively impact the park's natural and cultural resources or are incompatible with the Parks Canada mandate.

## HOW WE CAN HELP

- We can provide details on park regulations, conditions, and requirements
- All film / photography activities must comply with National Park Regulations, policies and conditions. Aircraft landings require a special permit. There are altitude restrictions in some areas of the parks such as the whooping crane nesting area.
- We can provide advice on Environmental Assessment requirements.
- We can provide advice on opportunities and potential locations for shooting. Locations must be determined prior to the environmental assessment being completed for the film permit.
- We can help arrange interviews with park staff, traditional users, and specialists. Interviews will depend on staff availability.



## STEP ONE

Setting the Stage –

Is your film / photo proposal appropriate for a National Park?

### What Works Well

- Simplicity: Small productions involving minimal equipment and crew size
- Minimal impact to the ecosystem and minimal disruption to park users
- Productions requiring minimal shooting time and assistance
- Educational productions contributing to park objectives, messages and themes
- Flexibility: Natural (unaltered) images of the landscape

### What Won't Work

- Activities that may damage the ecosystem
- Use of off-road vehicles such as quads or snowmobiles
- Use of motorized watercraft
- Landing of aircraft without a permit
- Low-level flying
- Disrupting, harassing, or manipulating wildlife
- Portraying activities that are illegal or damaging to Parks Canada's image, or incompatible with Parks Canada messages



## STEP TWO

Getting Ready to Roll – Will your proposal meet the following conditions and requirements?

- Proof of comprehensive liability insurance with a minimum coverage of \$2,000,000 naming “Her Majesty the Queen in Right of Canada as represented by Parks Canada Agency.”
- Acceptance of an indemnification clause and full responsibility for any incidents and/or cost of clean-up or site rehabilitation.
- Compliance with National Park Regulations
- Environmental Assessment screening is required – contact the park for more information.

## STEP THREE

Your application proposal should include the following information:

- Production company name, address, and contact information; production title, name of producer, contact information for producer (phone, e-mail, fax); designated representative on site.
- Description of the production - include scope, overview of the storyline, intended audience, and planned distribution and use of footage
- Define the size of the crew on location (cast, crew, and drivers)
- Describe how the production will support the Parks Canada mandate
- Planned itinerary for filming (dates, times, shooting locations)
- Transportation plans for the shoot (eg. road access, boat access, aerial filming – note that special permits are required for aircraft landings in the park and altitude restrictions may apply)
- Outline type of equipment, sets, props, and extent of use
- Product description and name of company selling the product
- Proof of comprehensive liability insurance with a minimum coverage of \$2,000,000 naming “Her Majesty the Queen in Right of Canada as represented by Parks Canada Agency” will be required prior to the start of filming
- If applicable, list any other national parks that will be filmed as part of this project



## STEP FOUR

### Time to shoot – Applying Fees and Payment

Film and Photography Fees			Schedule of Discounts			
Production Crew Size	Application Fee (per project)	Location Fee (per day)	Project Content	Client Percentage of Discount		
filming within the national park				Government	Non-profit agency/student	Commercial
1-6	\$147.20	\$490.60	Scenery			
7-15	\$368.00	\$981.30	Identifiable NP, NHS or NMCA	5%	10%	0%
16-30	\$735.90	\$1,471.90	Backdrop	0%	0%	0%
31-99	\$2,453.20	\$1,962.60	Communications Objectives			
100+	\$2,943.90	\$2,453.20	High priority messages	25%	50%	15%
			Informing, influencing & involving	25%	50%	15%
			Primary Use			
			Educational	35%	50%	15%
			Tourism promotion	35%	50%	15%
			Entertainment	0%	0%	0%

**Note: Discounts are additive by column to a maximum of 100%**

#### Definitions of Project Content

##### Scenery:

1. projects that use a location as an identifiable national park, national historic site or national marine conservation area.
2. projects that use a location purely as a backdrop with no reference to the park or site's significance.

##### Communications Objectives:

1. projects that present Parks Canada high priority messages without necessarily mentioning the Agency (i.e. ecological and commemorative integrity).
2. projects that contribute to informing, influencing and involving Canadians concerning Canada's nationally significant natural and cultural heritage.

##### Primary Use:

1. primary outcome of the project is either educational, or linked to tourism or entertainment.



## UAV (DRONE) USAGE

Unmanned aerial vehicles (UAVs or drones) are increasing in popularity for hobbyists, photographers, and businesses. However, subject to the Canadian Aviation Regulations, and National Parks of Canada Aircraft Access Regulations, take-off and landing a drone in a national park is prohibited without a Parks Canada Restricted Activity Permit.

If you're a commercial user and have acquired a special flight certificate, or exemption from Transport Canada, you may be able to get permission from a specific park superintendent for a specific flight — granted it meets a list of permitted uses.

### SUBMIT YOUR PROPOSAL TO:

**Parks Canada**  
Southwest Northwest  
Territories Field Unit  
Attn: Tim Gauthier,  
External Relations Manager

P.O. Box 750  
Fort Smith, NT  
X0E 0P0

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