



Town of
Bon Accord
building for tomorrow

Filming Bylaw Guidelines

Welcome to filming in our community! We're happy to help bring your creative project to life. Before you roll the cameras, here's what you need to know to stay compliant and respectful of our Town.

General Requirements (For All Productions)

Follow the law: Local, provincial, and federal laws must be followed — including employment, workplace safety, drones, and animal welfare.

Insurance: You need \$5 million in public liability insurance that includes the Town as an additional insured.

Fees & Deposits: All fees and damage deposits must be paid before you get a permit.

Student Filmmakers: If you're a post-secondary student (with ID), your permit fee is waived — but other fees still apply.

Town Business License: Required for all film productions.

Traffic & Production Plans: Submit a *Traffic Management Plan* and a *Scope of Use* (summary of your production).

On-Site Facilities: Provide washrooms and garbage bins for your crew.

No Filming on Holidays

Private Property: Get permission from the property owner first.

No live ammunition is allowed.

Other Requirements

You'll be responsible for arranging and paying for the following (if relevant to your production):

- Road closures
- Fireworks (Fire Permit required)
- Special effects (must be explained in detail in the *Scope of Use*)
- Emergency or protective services
- Armourer for weapons or pyrotechnics
- Professional traffic control
- Signage indicating:
 - Filming is in progress
 - Production contact info
 - Nearby businesses are open



You'll need to show proof of approval/permits for all of the above.

Public or Private Property?

On Public Property

- Leave it as you found it.
- The Town will notify local residents and businesses.

On Private Property

- Get permission first.
- The Town will advise on the required Notification distribution area and must approve messaging.



Types of Film Productions and Timelines

Simple Film Production

- Uses minimal Town resources
- Doesn't need road closures

Timelines:

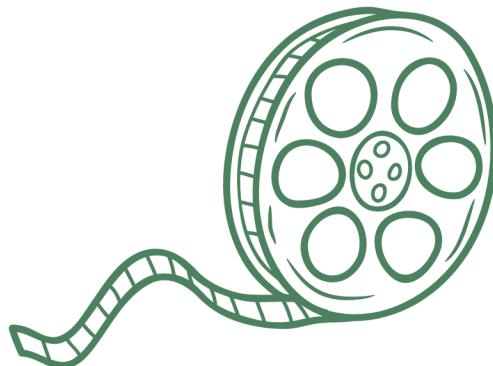
- Permit Required: 3 business days in advance
- Notify nearby property owners: 2 business days in advance
- Give Notification Details to the Town: 2 business days in advance

Complex Film Production

- Utilizes additional Town resources or support from multiple departments
- Requires road closures and/or emergency services

Timelines:

- Permit Required: 10 business days in advance
- Notify nearby property owners: 5 business days in advance.
- Give Notification Details to the Town: 7 business days in advance.

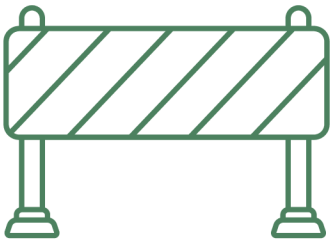


Fees at a Glance

Type of Production	Fee	Damage Deposit	Approval From
Complex Film	\$1000	\$3000	Film Official
Simple Film	\$750	\$2000	Film Official
Non-Profit Film	\$300	\$1000	Film Official
Student (Post-Secondary) Film	Free	Varies	Film Official

Additional Fees (If Applicable)

- Road closures: Set by Film Official and Alberta Transportation
- Temporary permits (parking, parades, etc.): Per Town policy
- Fire permits (fireworks, etc.): As per Fire Bylaw
- Facility rentals: See Town fee schedule
- Business license: As per Business License Bylaw



Final Reminders

- If your *Scope of Use* changes, you must advise the Town before filming begins.
- **Respect the community:** Keep things clean, safe, and organized.
- **Plan ahead:** Permits take time, especially for large productions.

If you're unsure about anything, contact the Town's Film Official.
We're here to help you film smoothly and responsibly!

Scan the QR code to submit your Film Permit Application:

