

MANAGEMENT COMPANY OF OLYMPIC HOUSE LIMITED

Application for Film Shooting, Photo Taking and Related Activities at Olympic House

Terms and Conditions:

I understand and accept the terms and conditions stated in the "Terms and Conditions for Use of Meeting Facilities and Services at Olympic House" and "Notes for Film Shooting, Photo Taking and Related Activities at Olympic House".

I understand that my application to carry out *film shooting / *photo taking and *related activities at Olympic House may be revoked by MCOHL at any time with very short notice or even without notice. MCOHL shall have no liability for any loss or damage incurred in such case.

I agree to acknowledge MCOHL (with MCOHL's logo) in the credit roller at the end of the *film / *video.

Name of Company : _____

Address : _____

Tel. No. : _____ Fax No. : _____

E-mail : _____

Name of Authorized Person : _____

Title : _____

HKID Card No. / Passport No. : _____

Signature : _____
(with company chop)

Date : _____

**Delete whichever is inappropriate*

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Details of Film Shooting, Photo Taking and Related Activities (For Commercial Use)

1. Location/Area(s) to be used : _____
2. Purpose for using the location : _____
3. Date(s) of use : _____
4. Time of use : _____
5. No. of crew members and actors : _____
6. Car license plate no. : _____
7. Policy of insurance (if available) : _____
8. Brief description of the film shooting or photo taking event, such as actions, movements, conversation, name of actors, story board, etc.
(use separate sheets if required, please enclose script(s) of the film concerned)

To be completed by	
(For application other than the mass media) Recommended by: _____ Date: _____ Approved by: _____ Date: _____	(For application from the mass media only) Endorsed by: _____ Date: _____

**Delete whichever is inappropriate.*