



The Department recommends that you contact the Department of Conservation Office closest to where the activity is proposed to discuss the application prior to completing the application forms. Please provide all information requested in as much detail as possible. Applicants will be advised if further information is required before this application can be processed by the Department.

This form is to be used when the proposed activity involves any filming on public conservation land, it is to be completed in conjunction with either Applicant Information Form 1a (longer term concession) or Applicant Information Form 1b (one-off concession) as appropriate.

Please complete this application form, attach Form 1a or Form 1b, and any other applicable forms and information and send to permissions@doc.govt.nz. The Department will process the application and issue a concession if it is satisfied that the application meets all the requirements for granting a concession under the Conservation Act 1987.

If you require extra space for answering please attach and label according to the relevant section.

A. Description of Activity

Please note the purpose of the filming activity (advertisement, movie, documentary etc), and describe in detail the proposed filming activity. If you need further space please attach and label Attachment Form 5a:A1. The locations for the filming are to be listed in section E.

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Are there to be any fires/pyrotechnics involved with the filming? **YES / NO**

If so, please describe in detail how these will be used, including how they will be created and managed. If you need further space please attach and label Attachment Form 5a:A2.

[Blank area for describing fire/pyrotechnics]

[Blank form area]

Are there any other special effects that may be used? **YES / NO**

If so, please describe in detail how these will be used, including how they will be created and managed. If you need further space please attach and label Attachment Form 5a:A3.

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Are animals involved with the filming? **YES / NO**

If so, please provide details. If you need further space please attach and label Attachment Form 5a:A4.

Please note: animals are not permitted in many public conservation areas, please contact the Department of Conservation Office closest to where the activity is proposed to discuss

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Are vehicles involved with the filming? **YES / NO**

If so, please provide details. If you need further space please attach and label Attachment Form 5a:A4.

[Blank form area]

B. Facilities/Structures

If you wish to build, extend or add to any **permanent or temporary structures** on public conservation land (eg toilets, sets, storage facilities). Please include any details of construction eg location, building dimensions, materials, purpose, number of people and vehicles involved etc. Please also provide the following details:

- Could this structure or facility be reasonably located outside public conservation land? Provide details of other sites/areas considered.
- Could any potential adverse effects be significantly less (and/or different) in another conservation area or another part of the conservation area to which the application relates? Give details/reasons

Please attach a site and construction plan showing location of proposed structures, please use NZTM GPS coordinates where possible, and label Attachment 5a:B.

C Aircraft/Boats

If aircraft/boats (including Remotely Piloted Aircraft Systems (drones)) are proposed to be used please provide details of the purpose and a description of size/type. If you need further space please attach and label Attachment Form 5a:C.

Please provide the following information for each proposed landing sites for both aircraft and boats and attach maps of flight paths, courses, and/or landing areas. If you need further space please attach and label Attachment Form 5a:C.

Landing site/reason	Maximum number of landings at each site per day/per year	Maximum number of people landed at each site per day/per year

D. Term

Please detail the length of the term sought (i.e. specific dates or weeks or months) and why.

If you are applying for a one-off permit please state the **specific dates and/or times sought**.

Note: An application for a concession for a period over 10 years must be publicly notified, an application for a concession up to 10 years will not be publicly notified unless the adverse effects of the activity are such that it is required, or if an exclusive interest in the land is required.

E. Area(s)

List the areas of your proposed filming, please use NZTM GPS coordinates where possible. If you are unable to identify the areas or you do not know them, please seek the assistance of Departmental staff. Please attach a map of the site, a detailed site plan and drawings of proposal (as necessary), these should be labelled Attachment 5a:E. If possible include photographs of the site.

Name of Conservation Area	DOC Facilities to be used eg huts, lodges or camp sites	Max. Crew Size at Each Area	Duration of Operation (half or full days?)
<i>EG: Matiu/Somes Island and Historic Reserve</i>	<i>Matiu Circuit Track and Quarantine Building</i>	<i>6 pax</i>	<i>2 full days, and one half day for pack up</i>

F. Environmental Impact Assessment

This section is one of the most important factors that will determine the Department’s decision on the application. Please answer in detail.

In column 1 please list all the locations of your proposal, please use NZTM GPS coordinates where possible. In column 2 list any special features of the environment or the recreation values of that area. Then in column 3 list any effects (positive or adverse) that your activity may have on the values or features in column 2. In column 4 list the ways you intend to mitigate, remedy or avoid any adverse effects noted in column 3. Please add extra information or supporting evidence as necessary and label Attachment 5A:F.

Refer to Steps 1 and 2 in your Guide to Environmental Impact Assessment to help you fill in this section.

Location on public conservation land	Special feature or value	Potential effects of your activity on the feature or value (positive or adverse)	Methods to remedy, mitigate or avoid any adverse effects identified
<i>EG: Matiu/Somes Island Matiu Circuit Track</i>	<i>Endemic geckos, skinks, tuatara</i>	<ol style="list-style-type: none"> 1. <i>Damage to habitat whilst filming</i> 2. <i>Increase knowledge of native species through highlighting on commercial</i> 	<i>Ensure all crew stay on paths, and do not disturb the habitat or wildlife to get better camera angles, better shots</i>

G. Other

Is there any further information you wish to supply in support of your application? Please attach if necessary and label Attachment 5a:G.
