

# REQUEST TO SHOOT IN THE PRINCIPALITY OF MONACO

- ✓ *The personal data provided on this form is subject to automatic processing with the aim of managing requests for authorisation to film in the Principality, for which H.E. the Minister of State is responsible.*
- ✓ *Any request that is incomplete will be rejected.*
- ✓ *Information provided will be addressed to the Department of the Interior.*
- ✓ *In accordance with article 14 of amended law 1 165 of 23.12.1993, you have the right to access and amend your personal data.*

## PRODUCTION

**Name of the company:**

**Broadcaster or use:**

**Name:**

**Postal address:**

**Phone:**

**Fax:**

**Email address:**

**List names of all crew members and their responsibilities:**

**Type of equipment used:**

**Type and registration number of vehicle:**

## THE FOOTAGES

**Photos**

**Video**

**Movie**

**Type and subject:**

**Date of piece:**

**Photographs taken by drones : YES NO**

**Name of the operating company :**

N.B. : Photographs taken by drones are subject to the registration of the company responsible with the Department of Civil Aviation (Tel : +377.98.98.81.02 - E-mail : [aviation-civile@gouv.mc](mailto:aviation-civile@gouv.mc)).

**Do you intend to take shots of:**

1) The Prince's Palace? YES NO

**Date and time have to be mentioned** (One day only – maximum 2 hours)

**OR**

2) The changing of the guard? (Daily at 11.55.am) YES NO – Day

**PLEASE NOTE: NO INTERVIEWS OR STAND UP IN FRONT OF THE PALACE**

3) sites belonging to the Monte-Carlo Société des Bains de Mer ? YES NO

(The Casino, Casino plaza and gardens, Café de Paris, Hôtel de Paris, Hermitage Hotel, Monte Carlo Beach Hotel, Sporting)

If so, you must contact the Monte-Carlo Société des Bains de Mer :

- for Press enquiries : [presse@sbm.mc](mailto:presse@sbm.mc) or 00.377.98.06.65.11

- for commercial enquiries (films, publicity, promotional images, etc.): [a.daniel@sbm.mc](mailto:a.daniel@sbm.mc) or 00.377.98.06.63.90

**N.B.: Those in charge of filming adverts must receive prior authorisation from all people and legal entities involved.**

## SPECIFIC REQUESTS

### CAUTION

Prior authorisation from the Department of Electronic Communications (+377 98 98 88 00 or [dce@gouv.mc](mailto:dce@gouv.mc)) is obligatory for the use of temporary radio networks (for SNG, HF cameras and radiocommunication devices)

Please fill out the following where applicable:

1) Will you need to close off public parking spaces ? If so, please specify exact locations

2) Will you need to have traffic rerouted ? Is so, please list the exact location and itinerary

3) Will you require roping off public access ? If so, please specify exact locations

4) Do you require prop installations in public areas ? If so, please specify exact locations

The Ministry of the Interior will consult with the various departments in regards to your request before granting authorization. Please note that the request must be made 15 days before the envisaged filming date or it will not be processed.

- Any long term occupation of specific public areas or streets may require a concession tax to be paid to the State.

For fiction films (television or cinema), whether filmed entirely or partly in the Principality of Monaco, a full copy of the film script in French has to be submitted to the Press Centre one month prior to the beginning of the shooting.

Any alterations or changes must be made on a separate request form.