

BOROUGH FILM SERVICES (BFS) ADMIN FEES

	Admin fee	Late application charges	Cancellation fees
Barking & Dagenham	Please contact Barking & Dagenham Film Office on 020 8227 2623 for information on charges		
Barnet	£25 - £40 per hour First two recesses free	No charge	No charge
Bexley	£70 film licence fee Hourly admin fee negotiable and dependant on the scale and nature of the shoot	No charge	No charge
Brent	£85 admin for all facilitated filming £50 per hour additional time fee	No charge	£85 if more than 48 hours notice is given. 75% of agreed fee on cancellations with less than 48 hours notice
Bromley	£50 flat fee Fee may be waived on a case by case basis e.g. for students.	No charge	No charge
Camden	From £125 per hour This may be negotiable on a case by case basis	£125 flat fee, in addition to hourly rate on applications with 7 working days or less	£125
City	£150 - £200 initial fee £100 per hour after initial fee First hour usually free	No charge	No charge

Admin fee / Borough Film Service charge incurred for the following services:
Please contact Barking & Dagenham Film Office on 020 8227 2623 for information on charges
<ul style="list-style-type: none"> • Site visits • Arranging Parking
<ul style="list-style-type: none"> • Contract negotiation • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments <ul style="list-style-type: none"> • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
<ul style="list-style-type: none"> • Site visits • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments • Arranging Parking <ul style="list-style-type: none"> • Supervising street works on the highway • Monitoring location filming • Liaising with relevant external agencies
<ul style="list-style-type: none"> • Contract negotiation • Drawing up of contracts • Liaising with the local community <ul style="list-style-type: none"> • Liaising with other Council departments • Liaising with relevant external agencies • Monitoring location filming
<ul style="list-style-type: none"> • Drawing up a notice of no objection • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community <ul style="list-style-type: none"> • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
<ul style="list-style-type: none"> • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community <ul style="list-style-type: none"> • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking

Croydon	£50 per application Further charges may be incurred for additional requirements	No charge	All costs incurred up until the point of cancellation	Please contact Croydon Film Office on 020 8253 1028 for information on charges	
Ealing	£100 per hour All advice and film finding is free	No charge	All costs incurred up until the point of cancellation	<ul style="list-style-type: none"> • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments • Liaising with relevant external agencies 	<ul style="list-style-type: none"> • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Enfield	£25 - £40 per hour Admin fee not always charged - assessed on a case by case basis First two recces often free	No charge	No charge	<ul style="list-style-type: none"> • Site visits • Arranging Parking • Supervising street works on the highway 	
Greenwich	£75 per hour Initial consultation free of charge	No charge	Minimum of £50 to maximum of 75% of total licence fee on cancellations with less than 48h notice	<ul style="list-style-type: none"> • Location searches • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community 	<ul style="list-style-type: none"> • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Monitoring location filming
Hackney	£50 per hour First hour free of charge	No charge	No charge	<ul style="list-style-type: none"> • Location searches • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community 	<ul style="list-style-type: none"> • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Hammersmith & Fulham	£65 per hour (for larger productions) £75 for Notice of No Objection	No charge	£50	<ul style="list-style-type: none"> • Drawing up a notice of no objection • Liaising with other Council departments 	
Haringey	£75 + VAT will be charged for all successful applications, including street filming Further work carried out by the film office may incur a further £75 + VAT hourly rate	Aprox £100 flat fee, in addition to hourly rate For applications with less than 2 working days	75% of the location fee if cancelled less than 48 hours On top of other admin / BFS charges	<ul style="list-style-type: none"> • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments 	<ul style="list-style-type: none"> • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Harrow	£100 per hour All advice and film finding is free	No charge	All costs incurred up until the point of cancellation	<ul style="list-style-type: none"> • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments • Liaising with relevant external agencies 	<ul style="list-style-type: none"> • Arranging Parking • Supervising street works on the highway • Monitoring location filming

Havering	£50 flat fee	No charge	£100 on cancellations of 48 hours or more. 75% of the agreed location fee for less than 48 hours notice On top of other admin / BFS charges	<ul style="list-style-type: none"> • Location services • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments <ul style="list-style-type: none"> • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Hillingdon	£50 per hour	No charge	£250 on top of other admin / BFS charges	<ul style="list-style-type: none"> • Site visits • Drawing up of contracts
Hounslow	£25 - £40 per hour First two recesses free	No charge	No charge	<ul style="list-style-type: none"> • Site visits • Arranging Parking
Islington	£65 per hour - admin fee not always charged	No charge	All costs incurred up to time of cancellation	<ul style="list-style-type: none"> • Arranging things for a film company where no location fees applicable • Film Officer need to fulfil a location manager's job in their absence
Kensington and Chelsea	£66 per hour	£66 flat fee, in addition to hourly rate For applications with 4 working days or less	No charge	<ul style="list-style-type: none"> • Site visits • Arranging Parking • Monitoring location filming
Kingston-Upon-Thames	15% of the total filming (location and parking) fee	No charge	No charge	<ul style="list-style-type: none"> • Site visits • Arranging Parking
Lambeth	£65 per hour - admin fee not always charged	No charge	All costs incurred up to time of cancellation	<ul style="list-style-type: none"> • Arranging things for a film company where no location fees applicable • Film Officer need to fulfil a location manager's job in their absence
Lewisham	No admin charge	No charge	All costs incurred up to time of cancellation	<ul style="list-style-type: none"> • No additional fees
Merton	£50 per hour - first hour is free	No charge	No charge	<ul style="list-style-type: none"> • Drawing up a notice of no objection • Site visits • Liaising with the local community • Liaising with other Council departments <ul style="list-style-type: none"> • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Newham	£70 flat fee First recce free subsequent site visits will be charged. Admin fee occasionally waived e.g. for students / charity	No charge	Min £70 or 25% of total fee On top of other admin / BFS charges	<ul style="list-style-type: none"> • Drawing up a notice of no objection • Location searches • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community <ul style="list-style-type: none"> • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway and coordinating road closures • Monitoring location filming
Redbridge	Please contact Redbridge Film Office on 020 8708 3756 for information on charges			Please contact Redbridge Film Office on 020 8708 3756 for information on charges

Richmond	£75 charged for site visits	No charge	Generally no charge but actual costs incurred to time of cancellation will be charged.	<ul style="list-style-type: none"> • Site visits
Southwark	No admin charge	No charge	All costs incurred up to time of cancellation	<ul style="list-style-type: none"> • No additional fees
Sutton	£50 per hour First hour free	No charge	No charge	<ul style="list-style-type: none"> • Drawing up a notice of no objection • Site visits • Liaising with the local community • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Tower Hamlets	£65 per hour - admin fee not always charged	No charge	All costs incurred up to time of cancellation	<ul style="list-style-type: none"> • Arranging things for a film company where no location fees applicable • Film Officer need to fulfil a location manager's job in their absence
Waltham Forest	£50 per hour First hour free	No charge	No charge	<ul style="list-style-type: none"> • Drawing up a notice of no objection • Location searches • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming
Wandsworth	£60 per hour First hour / recce is free £100 Finders fee	No charge	No charge	<ul style="list-style-type: none"> • Location searches • Site visits • Contract negotiation • Drawing up of contracts • Liaising with the local community • Liaising with other Council departments • Liaising with relevant external agencies • Arranging Parking • Supervising street works on the highway • Monitoring location filming

<p>Westminster</p>	<p>£50 for simple applications which do not require any meetings or other Council resources (e.g. parking, licensing or planning) £75 per hour optional consultation during the application process £150 for applications requiring up to 2 hours work £375 for work expected to take from 2 to 5 hours £100 per hour for each hour above 5 hours Please note: charges will only be made for approved application and not for those that are unsuccessful</p>	<p>No charge</p>	<p>No charge</p>	<ul style="list-style-type: none"> • Arranging Parking • Supervising street works on the highway • Monitoring location filming • Site visits • Liaising with the local community • Liaising with other Council departments • Liaising with relevant external agencies
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