



For further information contact  
Marketing Edinburgh Film Focus  
1A Glenfinlas Street, Edinburgh EH3 6AQ  
Tel: +44 (0)131 622 7337 / Fax: +44 (0)131 473 3878

Email: [info@edinfilm.com](mailto:info@edinfilm.com)  
Or visit our web site: <http://www.edinfilm.com/>

## **FILMING IN EDINBURGH A GENERAL GUIDE**

### **FREE ADVICE**

Marketing Edinburgh Film Focus is the film office for Edinburgh, the Lothians and the Scottish Borders. We are here to offer FREE advice to productions on the locations, crew and facilities that are available in this area. Our local knowledge will save you time in setting up your shoot. We know the locations that are interested in allowing filming and we've got a photo library to help you identify what you are looking for.

Film Focus acts as the first point of liaison for productions with the City of Edinburgh Council and Lothian and Borders Police. We have the contacts you will need if your shoot requires parking, road closures, police personnel, street furniture removal etc.

### **NO PERMIT IS REQUIRED TO FILM ON PUBLIC STREETS AND FOOTPATHS**

However your filming should not cause disruption, obstruction or offence and you are expected to observe the basic health and safety procedures (i.e. assuring public safety, equipment grouped safely, signage/security and flying or guarding of cables etc). Exceptions Multrees Walk, top of Princes Mall and Parks where permission to film is required. Film Focus can supply contacts.

### **OBSTRUCTION OF FOOTPATH PERMIT**

Permits are required for the laying of track, erection of platforms or other semi-permanent placements. Permits (from £50) can be obtained from the Permit Desk (ideally 4 weeks notice) but filmmakers should go through the Roads Department in the first instance.

### **POLICE NOTIFICATION**

Low impact productions, which do not require assistance and do not involve any kind of weaponry, should notify Film Focus of their locations and schedule at least 24 hours in advance so that the film office can notify the Police and Council. For larger scale productions, and where weapons (real or replica) are involved, at least 8 days notice is preferred.

Where filming will have an impact on a street location, i.e. large crew, lights, requirement for crowd control etc, filmmakers are required to work closely with the Police and Roads departments so that all filming activities can be carried out safely and with the appropriate health and safety measures in place. Police and Roads departments are happy to give advice from the earliest stages of identifying locations. Their knowledge and insight may affect final location decisions.

### **PUBLIC INSURANCE LIABILITY**

Productions should provide proof that they have public insurance liability by supplying a copy to Film Focus. **Email [info@edinfilm.com](mailto:info@edinfilm.com) / Fax: +44 (0)131 473 3878**



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## **PARKING**

For **three vehicles or less**, Film Focus can usually arrange single yellow line dispensation. This allows vehicles to park on a nominated street's single yellow lines without incurring a fine. Although there are some restrictions on this privilege, for example main routes during rush hour (07.30 – 0930 hrs and 1600 – 1830 hrs Monday to Friday), side streets are generally not a problem. Common sense should be applied when parking vehicles to avoid obstructing traffic flow or access.

To take advantage of single yellow line dispensation you need to supply us with the models and registration numbers of specified vehicles, plus the filming location, by 3pm the day before filming is taking place.

You can request to suspend pay parking bays. This way your space is guaranteed. Three days' notice is required and there is a charge (see below).

Parking in Residents' Permit spaces will only be considered if there are no other alternatives.

Only under exceptional circumstances will parking be allowed in Bus Lane 'Greenways', and then for loading/unloading only.

### **Parking Deadlines**

| <b>Dispensation Request</b>               | <b>Notice required by EFF</b> |
|---|-------------------------------|
| Three cars or less on single yellow lines | Latest 3pm day before         |
| Four cars or more on single yellow lines  | 2 full working days           |
| Pay bay suspension                        | 3 full working days           |
| Permit holder suspension                  | 3 full working days           |

### **Parking Costs**

| <b>Dispensation Request</b>               | <b>Charge</b>          |
|---|------------------------|
| Three cars or less on single yellow lines | FREE                   |
| Four cars or more on single yellow lines  | FREE                   |
| Pay bay suspension                        | £26 or less per day    |
| Permit holder suspension                  | £40 per block per week |