

## **Guidelines on Location Filming in Hong Kong Wetland Park (HKWP)**

### **A. Application Procedure (Please apply in writing or use the application form)**

1. All applications should reach AFCD at least 3 working days in advance of the proposed filming date. Applications with short notice will be turned down as they leave inadequate time to be processed.
2. Information regarding the exact location of the filming site should be clearly stated. Relevant maps should be attached for reference.
3. Information regarding the scenes to be taken and the nature of activities involved should be clearly stated.
4. Each application should not extend over 1 day (Monday to Friday, 10am – 5pm). Approval will NOT be granted to film on Saturdays, Sundays and public holidays.
5. A Permit fee stipulated in the Country Parks Ordinance should be paid when collecting the Permit. The current rate is \$250 per day. It is subject to change without further notice.
6. To recover Government's administrative and supervisory overheads, each application will be charged: \$6,070 for the first 4-hour block and \$1,400 for each subsequent 4-hour block. A refundable deposit equal to the fees payable may be charged.
7. The applying company may be required to effect a public liability insurance at its own expense in the joint names of the Government of the HKSAR and the company, with terms and conditions to be approved by the Department.
8. Request for any alteration or variation on the Permit will be regarded as a new application and the usual permit fee will be collected when approval is given.
9. Request for refund of Permit fee or filming fee will NOT be entertained.
10. Vehicles shall not be allowed to enter the Visitor Centre and the Reserve Area. All vehicles involved in the film-shooting application should be parked at HKWP car park and the parking fees should be paid.
11. Submission of insufficient information mentioned above may result in delays in processing the application.

### **B. Areas where approval for location filming will NOT be granted in principle**

1. Non-visitation area (outside the wooden boardwalks/paths) including mudflat, freshwater marsh and mangroves.
2. Any areas regarded as "Staff only" including office, plant rooms and store rooms.
3. Areas scheduled for use by others e.g. Resource Centre, café and shop.
4. All toilets, mother's room and first-aid room.

C. Filming of the following scenes is strictly PROHIBITED

1. Lighting of fire or the use of fireworks, explosives and any pyrotechnic material
2. Vehicle chasing/rallying, including motorcycle and bicycle
3. Fishing in marshes or any water body
4. Bathing, washing, swimming and boating in marshes or any water body
5. Stunt acts involving actors jumping from trees with wire hanging to trees, and damaging or killing or felling of any tree or bamboo
6. Any other acts governed by Country Parks & Special Areas Regulations, unless specific permission has been granted, e.g. bringing in cattle, horse, sheep, goats, pigs or poultry.
7. With effect from 1 January 2007, HKWP is a “statutory no smoking area” under the Smoking (Public Health) (Amendment) Ordinance 2006. Smoking is prohibited in the entire area of HKWP. If smoking is required in the film making, permission from the venue manager (i.e. AFCD) must be sought in advance and the smoking act is not a tobacco advertisement.

D. Notes

1. No exclusive use will be reserved for the film shooting. The film crew should be less than 20 persons and should avoid disturbance to other visitors in the Park.
2. Erecting props or structures within HKWP will NOT be permitted.
3. Filming crew vehicles and bicycles will NOT be allowed to enter the Visitor Centre or the Reserve Area (only allowed in car park).
4. Any persons of the crew entering the fee-paying area of HKWP will need to purchase the necessary admission tickets. Please visit [www.wetlandpark.gov.hk](http://www.wetlandpark.gov.hk) for details.
5. Should the filming is deemed to cause disturbance to wildlife or visitors of the park, staff of HKWP may request for suspension of filming at any time. The HKSAR Government will not be liable for any loss which may be caused therein.