



Town of Newmarket  
395 Mulock Drive  
PO Box 328, STN Main  
Newmarket, ON L3Y 4X7  
[info@newmarket.ca](mailto:info@newmarket.ca)

## Filming in Newmarket Frequently Asked Questions

### **Do you require a Filming Location Permit for all filming in Newmarket?**

Notify the Town: A film Production Company, or individual, must notify the Town of Newmarket in advance of filming, regardless of the location or size of the project. The Film Liaison (Legislative Services Department) will inform the Production Company/individual if they require a film permit.

A film permit is required for all filming on Town property including roads, parks, recreation facilities and Downtown Newmarket (BIA). Film permits are not required for filming on private property. However, when filming on private property significantly impacts Town property, a film permit may be required.

Filming by students, non-profit profit organizations, and media do not require a permit.

### **What is the process for getting approved to film in Newmarket?**

A Film Application must be submitted to the Legislative Service Department in person or by email at [filming@newmarket.ca](mailto:filming@newmarket.ca). The Film Permit Application Package can be downloaded and filled electronically or printed from the Town of Newmarket Filming website. The Film Liaison in the Legislative Services Department will forward your application to other departments (Public Works, Recreation and Culture) as required. Please provide a minimum of 48 hours for Film permits to be processed. Additional notice may be required for filming that involves road closures, special effects or to book Town facilities.

### **What paperwork is required for filming?**

With the application you must submit:

- Certificate of Insurance (original copy)
- A copy of your Letter of Notification to affected residents and businesses.
- A location map (including parking)

### **Do we have to notify residents and businesses in the area when filming?**

The production company may be required to notify any affected residents and local business in writing, prior to the commencement of filming activities. A copy of the notification letter should be submitted with your film Application package for review by the Film Liaison.

### **How can the production company minimize the impact of filming activities on adjacent neighbourhoods?**

- Noise:  
Abide by the Town's By-law. If you require a noise exemption, you must apply and notify the Film Liaison.
- Lighting:  
Lighting for filming should be oriented away from neighbouring residences and businesses. Bright lights that trespass onto other properties are not permitted, unless all affected residents/business agree in writing to the interruption.



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- **Generators:**  
All generators used on streets or in public areas should be equipped with silencing attachments (“blimped”).
- **Night filming:**  
Filming may not take place in residential areas between 11:00 p.m. and 7:00 a.m. unless agreed to in writing by affected residents/businesses.

### **What are the insurance requirements?**

**Commercial General Liability Insurance:** The production company shall supply an Insurance Certificate of general comprehensive liability to the Township, naming the Corporation of the Town of Newmarket as an additional insured party. Amount of coverage will be determined at the time of application, and in any event, a minimum of three million dollars (\$3,000,000.00) will be required.

**Standard Form Automobile Liability Insurance:** All vehicles owned, operated or associated with the Production Company shall be covered by a valid automobile liability insurance policy with a liability limit on not less than two million dollars (\$2,000,000.00) per accident or occurrence.