



BRANTFORD MUNICIPAL AIRPORT
RENTAL AGREEMENT
APPLICATION / TERMS & CONDITIONS

The application / terms and conditions outlined in this rental agreement covers media/film/production companies (*Renter*) for still and/or motion productions on airport property. The Renter must provide a minimum of one weeks advance notice prior to commencement of any activity to:

1.0 CONTACTS

1.1 RENTAL ARRANGEMENTS

The Corporation of the City of Brantford
Property Management Dept, Corporate Services
P.O. Box 818, 100 Wellington Square
Brantford, Ont., N3T 5R7
Ph: (519) 759-4150 Fax: (519) 759-0561
e-Mail: jquin@city.brantford.on.ca



2.0 RENTER INFORMATION (Acceptance of Terms and Conditions)

_____	_____		
Company Name	Printed Name		
_____	_____	_____	_____
Address	City	Prov/State	Postal/Zip Code
_____	_____	_____	
Telephone	Fax:	e-Mail	
_____	_____		
Dates Required	Type of Production (still/motion)		

Description of Production _____			

Special Needs _____			

_____	_____	_____
Signature	Signature	Date
Authorized Company Rep.	Property Management Dept. Rep.	

3.0 DAILY RATE

- 3.1 \$ _____ per day – payable to City of Brantford in advance of production.
- 3.2 Refer also to 7.0 ADDITIONAL EXPENSES

4.0 AREAS OF USE

- 4.1 Due to operational and/or safety concerns runways may not be available (inquire for details)
- 4.2 Permitted areas of use include inner taxi-ways and are identified on the attached map
- 4.3 Exceptions to the identified areas may be considered following discussions with City staff and the Airport Manager.
- 4.4 Airport staff will define restricted areas with pylons.



5.0 COMMUNICATION

- 5.1 The Airport Manager, or his/her designate, will be the main contact on the day(s) of shooting. All airside activity/movements must be co-ordinated through the airport staff to ensure the safety of all users.
- 5.2 Airport staff will issue proper NOTAM for closure of taxiways, or other areas as required, on day(s) of shooting.
- 5.3 *Renter* must provide radios appropriate for contact between film site and Airport staff base (terminal building).
- 5.4 *Renter* must provide designated escort for all vehicular/pedestrian movement to the airfield.
- 5.5 Any special needs required by the Renter must be identified with the submission of the application.

6.0 SITE CONDITION

- 6.1 All set requirements must be removed and the **restoration of the occupied space to its original state is the responsibility of the Renter** and must be completed within a 24-hour period upon completion of shooting to the satisfaction of the City.

7.0 ADDITIONAL EXPENSES

- 7.1 Additional charges for Airport staff outside normal hours of operation (8:00 am-5:00 pm) are applicable. Rates to be negotiated with City.
- 7.2 Any additional costs relating to the restoration of the site to its original state prior to production may be applicable.



8.0 EMERGENCY SERVICES

- 8.1 The *Renter* is responsible for ensuring all essential emergency services are provided on-site and/or have been notified in advance depending on the type of activity engaged in for the production. (ie. Ambulance/paramedic services, fire departments)
- 8.2 Both the Corporation of the City of Brantford and the City of the County of Brant Fire Departments must be notified.

City of Brantford Fire Dept.
Ph: (519) 752-4122
Fax: (519) 752-7083

County of Brant Fire Dept.
Ph: (519) 442-4500
Fax: (519) 442-4590

Brant County Ambulance Service
Ph: (519) 756-4570
Fax: (519) 756-4575

9.0 OTHER CONTACTS

9.1 SITE CO-ORDINATION

Brantford Municipal Airport
Bob Michalchuk, Airport Manager
P.O. Box 903
Brantford, Ont., N3T 5S1
Ph: (519) 753-2521 Fax: (519) 753-3617
e-Mail: flybfc@worldchat.com

9.2 ON-SITE FOOD/BEVERAGES

Fly’N Café
Nick & Dana Van Dyk, Owner
110 Aviation Rd.
Brantford, Ont.
Ph : (519) 752-1470
e-Mail: vandyk@sympatico.ca

9.3 OTHER SERVICES (i.e. water trucks)

County of Brant
Cynthia Compeau, Director of Public Works
County Administration Building, Hwy. 53
Mount Vernon, PO Box 160
Burford, Ont., N0E 1A0
Ph : (519) 449-2451 Fax : (519) 449-2454
e-Mail : cynthia.compeau@county.brant.on.ca



10.0 INSURANCE REQUIREMENTS

- 10.1 The *Renter* shall at all times during the term of the Agreement and any renewals thereof maintain and pay for an insurance policy covering all of its undertaking and in particular, comprehensive general liability insurance and property damage liability insurance coverage in an amount not less than Five Million Dollars (\$5,000,000), for each occurrence involving:
- 10.1.1 Bodily Injury Liability
 - 10.1.2 Broad Form Property Damage Liability
 - 10.1.3 Personal Injury Liability
 - 10.1.4 Products and Completed Operations
 - 10.1.5 Blanket Contractual Liability
 - 10.1.6 Contingent Employer's Liability
 - 10.1.7 Non-Owned Automobile, including:
 - 10.1.8 Additional Insured's under S.P.F. No. 6 (Non-Owned Auto) and S.E.F. No. 96 (Contractual Liability Endorsement under the S.P.F. No. 6 (Non-Owned Auto)
 - 10.1.9 Owners' or Contractors' Protective Liability
 - 10.1.10 Fire Fighting Expense
 - 10.1.11 Legal Liability for Damage to Hired Automobiles Endorsement
- 10.2 Each insurance policy referred to herein shall add The Corporation of the City of Brantford as an additional insured, and shall contain, as appropriate, a severability of interests and a cross liability clause.
- 10.3 The *Renter* will provide the City of Brantford with a certificate of insurance as proof of insurance and shall provide The Corporation of the City of Brantford with not less than Thirty (30) days prior written notice of cancellation, non-renewal and/or any material change in the risk affecting coverage
- 10.4 The *Renter* must provide the Corporation of the City of Brantford with a current **WSIB Clearance Certificate** specific to the type of activity/work being performed. If the owner of the Renting Company is involved in the day-to-day operation of the company and will be present on site at any time during the term of this agreement, proof of optional insurance through WSIB must be also submitted in combination with the standard Clearance Certificate (as required by WSIB). A new WSIB Clearance Certificate must be submitted immediately upon expiration throughout the entire duration of the agreement.



- 10.5 If any persons will be present on site to perform work related to this agreement other than those employed directly by the *Renter* (e.g. subcontractors, extras), a current WSIB Clearance Certificate, specific to the type of activity/work being performed, must be submitted to the Corporation of the City of Brantford prior to these person(s) entering the site. If the owner of said company or organization will be involved in any work related to this agreement, proof of optional insurance through WSIB must also be submitted in combination with the standard Clearance Certificate (as required by WSIB). A new WSIB Clearance Certificate must be submitted for said company or organization immediately upon expiration throughout the entire duration of the agreement.