Dear [Name of the owner of the premises]

Assignment: [purpose of shoot]

This letter is to confirm that we may film at your Property which is known as \_\_\_\_\_\_\_\_\_\_ (the Property) from (start time to finish time) on (date) together with a setting up period of \_\_\_ hours and a clearing-away period of \_\_\_ hours.

It is therefore agreed as follows:

1. That our personnel, props, equipment, vehicles and artists employed on our production are allowed onto the Property for the purpose of setting up and filming on the dates and for the periods agreed.
2. We may return to the Property at a later date if principle photography and recording is not completed on the dates agreed.
3. We have notified you of the scenes which are to be shot on or around the Property and you confirm and agree that you consent to the film of these scenes.
4. We are entitled to incorporate all films, photographs and records, whether audio or audio- visual, made in or about the Property in the film as we may require in our sole discretion.
5. We shall not make any structural or decorated alterations o the Property without your prior consent. In the event that we do want to make alterations and you agree, we shall properly reinstate any part of the Property to the condition it was in prior to those alterations.
6. In consideration of their rights granted in this letter we will pay you the sum of £\_\_\_\_ on \_\_\_\_\_.
7. You agree to indemnify us and to keep us fully indemnified from and against all actions, proceedings, costs, claims and damages, and demands however arising in respect of any actual or alleged breach or non-performance by you or any or all of your undertakings, warranties, and obligations under this agreement.
8. This agreement shall be governed by and construed in accordance with the law of England and Wales and subject to the jurisdiction or the English courts. Please signify your acceptance of the terms above by signing and returning to us the enclosed copy.

Yours sincerely,  
(Your name) (Your signature) Signed………………………..

As owner of the Property I agree to all of the above.

Signed……………………….. Date Signed: / /