



APPLICATION FORM

For the use of Remotely Piloted Aircraft Systems (RPAS) / Drones / UAV's for filming or photography in areas managed by South African National Parks

APPLICATION COMPLETION PROCEDURES

- Application to be completed by the RPAS / drone pilot only (one per pilot).
- A production / event company may not apply on the pilots behalf.
- An incomplete or incorrectly completed application forms may result in application rejection or application delays.
- **Note that fees are applicable to application and approval process.**

1. APPLICANT

I/We the undersigned (**the Applicant**) _____ represented by (**Full Names**) _____ hereby apply for permission to pilot a Remotely Piloted Aircraft System (RPAS) / Drone in _____ **National Park**, managed by South African National Parks (SANParks) and understand that IF approval is granted, this will be subject to the conditions and regulations set out by SANParks and by the relevant Civil Aviation Authority (CAA) Legislation.

2. APPLICANT INFORMATION

Applicant / Pilot			
RPL - RPAS /Drone Pilot License Number		License Expiry Date	
Address			
Telephone Number			
Mobile Number			
Email Address			
Fax Number			

3. USAGE DETAILS

Kindly provide a brief description of the purpose for which this application will be used.

Event / Race / Production Title								
Type	Event		Function		Ceremony		Race	
	Film		Stills		Marketing Concessionaire			
Park / Location								
Flight Day(s)	Total Days		Start Date		End Date			
Flight Time	Total Duration		Time From		Time To			



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Setup Time	Start of set up to breakdown					
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4. RPAS / DRONE USAGE DETAILS

LOCATION INFORMATION

Please the following details applicable to RPAS / Drone for which approval is requested.

Drone Registration Number	Type	Size	How drone is powered	Maximum Height	Minimum Height	Flight Time (Takeoff-landing)

Provide a detailed explanation of why a drone needs to be used for filming / photography.	
Provide a story board of what the drone would film / photograph. Please indicate if any animals, people or special effects will be requested as part of the shoot. Please see website for conditions around filming with animals and special affects.	
Indicate where the footage will be used: I.e. commercial, feature film etc	
Indicate where the drone(s) would be launched and land/ reflect Location on a map. Indicate parking on the same map	
Indicate flight path on a map	
Indicate how landing zone will be demarcated. (note no hazard tape may be attached to any SANParks infrastructure plants or trees.)	
Stipulate flight time for the drone(s) from take-off to landing	
What is the maximum distance the drone(s) will be from drone operator(s) / pilot(s), at any one time?	
Will the drone(s) be flown at more than 50m away from people at all times (including both horizontal and vertical heights)? Yes or No. If not, please explain	
Will the drone(s) be 50m from roads including road reserve at all times? Yes or No. If not, please explain	
Will the drone(s) be more than 50m away from buildings.at all times? Yes or No. If not, please explain	
Will there be any noise disturbance from the drone(s)	
Indicate Contingency plans for malfunction or poor weather conditions.	



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Confirm you have a signed consent from every person you intend to film.	
Will you film any SANParks staff during the course of the filming?	
Will you film any SANParks structures of any kind as part of the filming ?	
How many people will you be on site for the filming (this includes actors, all staff on the ground as well as the drone team and the filming team? Total number on set. Note that all locations have site specific numbers allowed on site and you will need to work within this spec for each shoot.	
Will you have a base camp for this shoot? If so indicate location of base camp, numbers at base camp and infrastructure to be used at base camp?	
How many vehicles will you have on site for the filming? Indicate where such vehicles will be parked?	
Will any vehicles be used to move people between base camp and set? How many vehicles and how many people will you be moving up and down?	
Will you be using a generator on site? If not how will you be powering your equipment in site?	
Will you be using any props as part of your shoot? Indicate type and size	
Indicate how you will manage waste on site? Number of bins and where such waste will be disposed	
Indicate how you will manage smoking on site?	
Will you have any catering on site? If so indicate what type of catering will be supplied? Note that certain sites may require Baboon Monitors to be present	
What toilet facilities will be used during the shoot? Certain sites may require toilet sot be brought onto site.	
Will any infrastructure be erected on site : either gazebos / tents / set ?	
How will such infrastructure be brought onto site and removed post filming?	

5. INSURANCE

Do you have Public Liability Insurance? <i>Note: Permits will not be issued without valid proof of Public Liability Insurance</i>	
Does it extend to cover filming and photography over SANParks Park(s)?	
Who is the Insurer?	
What is the amount of the insurance?	

6.



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Indicate the name of the ECO company you have engaged to be present for this shoot

6. ADDITIONAL / SUPPORTING DOCUMENTATION REQUIRED

- 1.1. Map indicating proposed flight path
- 1.2. Permission letters from relevant authorities / land owners/ CAA where required.

7. CODES OF CONDUCT

Kindly review the Codes of Conduct, provided in the Events and Filming Application Guideline.

In accordance with the National Environmental Management: Protected Areas Act No. 57 of 2003 and the Regulations and SANParks' internal rules made thereunder, it shall be an OFFENCE to ignore any of the required codes of conduct, and offenders will be liable to a fine or removal from the park.

8. TERMS AND CONDITIONS

Specific Conditions	<ul style="list-style-type: none"> • You may not fly a drone over national park in terms of R47 of the National Environmental Management: Protected Areas Act, No 57 of 2003 without a permit unless you are 2500 feet above the highest point in the park. • You may not attempt to film any person without their written permission • You are obligated in terms of legislation to ensure you are not flying within 10km from a registered aerodrome (airport, helipad or airstrip). Unless your permit from CAA grants you an exemption and is specifically listed on your CAA permit and SANParks has also given such permission. • You may not fly in controlled, restricted or prohibited airspace unless your CAA permit specifically allow this. • Filming anyone without their written permission is an infringement of their constitutional rights • All instructions from SANParks officials or the authorised ECO on the shoot to be complied with immediately • Failure to comply with the filming permit conditions will result in the permit being revoked immediately and all filming being ceased with immediate effect • The drone itself may be seized confiscated and the footage taken attached to be used as evidence in any potential legal action to be taken by SANParks as a result of the permit conditions not being complied with. • A permit will be required ot overly the SANParks Marine Protected Areas
Application / Approval	<ul style="list-style-type: none"> • SANParks reserves the right to reject permit applications, should it be deemed unsuitable or detrimental to either the environment, the organisation, the national park, park facilities, park visitors or if not in-line with any of SANParks' values. • Application timeframes 7 working days prior to the shoot, EXCLUDES weekends and time lines are applicable to working days only. • Application timeframes are not negotiable. In exceptional circumstances, and solely at Park management discretion, these may be waived but may result in an additional fee applied. • Once comments are received the document will be sent back to the applicant for changes as required, before being reviewed for final approval and issue of the permit. • Conditions on the permits may not be re-negotiated after the commencement of the shoot or once the permit holder has already transgressed the conditions of the permit. The decision of the Law Enforcement Officer/EMI/ECO at the scene is final based on conditions of the permit. • The authorised permit is not transferable, is only valid for the Park for which it is issued, and unless authorised otherwise, is only valid during the standard Park opening hours applicable to a particular season and / or the times specifically listed on the permit • The permit holder must produce the permit on demand to any SANParks official.
Dates	<ul style="list-style-type: none"> • Requested film / photography shoot date(s) will be confirmed after receipt and review of completed application form.



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Site Visit	<ul style="list-style-type: none">• A site visit / recce may be required with Park Management for a site visit / recce prior to permit approval, to ensure all arrangements are clearly understood to enable the approval process.
Fees	<ul style="list-style-type: none">• Fees charged are based on SANParks' Tariff Policy, are subject to Value Added Tax (VAT) and are increased annually.• Fees applicable are billed per location and not per day.• No permit will be issued, prior to receipt of proof of full payment.• Penalties accrued during the film / photography shoot will be invoiced and payable no later than 14 days after the event/production.
Damage	<ul style="list-style-type: none">• The film crew/ event organiser will be held liable for any theft or damage to SANParks property during the shoot/event or as a direct result of hosting the shoot/ event, whether caused by negligence or not.
Liability	<ul style="list-style-type: none">• It is an express condition upon granting of any permit, of any visit to or event / production held within the Park(s), that South African National Parks (SANParks), its directors, employees or agents, whether in the employ of SANParks or not, shall not be responsible for any damage that suffered as a result of any bodily injury whether fatal or otherwise, nor shall SANParks be responsible for any damage/destruction suffered arising from the loss of or damage to property brought into the Park, irrespective of whether such bodily injury, loss or damage arises as the result of fire, theft, floods or from negligence or intentional act of any person, whether or not in the employ of SANParks, or caused by any animal in the Park.• By entering SANParks premises applicants, organisers, participants, spectators, service providers or their heirs, executors and administrators also agree that you will use areas under control of SANParks entirely at your own risk, and shall indemnify SANParks and hold it harmless against any claim which may be made against SANParks as a result of such loss (economic or property), damage, destruction, death or bodily injury.• The applicant/organiser will obtain an indemnification and waiver from all Other Persons in the format approved by SANParks from time to time. The requirements of this clause shall not effect, in any way, the indemnity provided under the above clauses• All crew, volunteers, visitors, spectators and event participants, whether or not they occupy accommodation within the rest camps are deemed to contract with SANParks on this basis.• During the period of the event/production/photographic shoot, the applicant/organiser will, to the reasonable satisfaction of SANParks, hold PLI insurance on the shoot /event, which insurance shall include all risks insurance, third party liability insurance, employer's liability insurance and, where appropriate, consequential loss/completion delay insurance. Adequate insurance cover means sufficient insurance cover to place SANParks in the position it would have been had SANParks itself insured in similar circumstances. This amount will vary from time to time and will be fixed annually by SANParks as a base line requirement in terms of value PLI required.
Termination	<ul style="list-style-type: none">• Approved permits may become invalid should identified site locations become unavailable due to unavoidable environmental or weather conditions e.g. fire or flooding. SANParks will either offer alternative locations, if possible, or alternate dates will be addressed which will require the issue of a new permit or refund the payment for the permit• SANParks may cancel the approval granted, and thus the permit, under the following circumstances:<ul style="list-style-type: none">○ Insolvency of the applicant○ The applicant/ organiser ceasing to carry on business○ The applicant/ organiser commits a breach of any obligations under the permit, and the breach was not remedied within the timeframe requested by SANParks' in writing.○ The applicants or organiser fails to desist when instructed by SANParks staff or the ECO on duty from any activity as instructed.○ The applicant/ organiser fails to pay the fees applicable to obtain permit approval, by the agreed due date.○ The applicant/ organiser is found guilty of an offence by a court of law○ The applicant/ organiser falsifies any report, document or information provided to SANParks○ The applicant/ organiser shall have no claim against SANParks to recover damages / losses suffered if cancellation is based on the above terms.• The applicant/ organiser will have the right to terminate this permit if:<ul style="list-style-type: none">○ SANParks commits a material breach in respect of performance of its obligations○ Any action by the relevant authority renders the performance by the applicant/ organiser or SANParks illegal.○ The venue / location applicable no longer operates as part of the Protected Area.○ Prior to exercising this right, the applicant/ organiser shall communicate by means of a written notice, allowing SANParks the opportunity to remedy the situation.



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Legislation Applicable

- The permit will be governed by the laws of the Republic of South Africa.
- The applicant/organiser must familiarise him/herself all **relevant legislation, regulations and municipal bylaws** applicable to hosting of the event, function, race, ceremony or production. Key legislation that may be applicable would include, amongst others:
 - (i) National Environmental Management: Protected Areas Act No. 57 of 2003, Chapter 3: Part (I): Biodiversity Management and Conservation in a Special Nature Reserve, National Park and World Heritage Site, Regulation 4.
 - (ii) National Environmental Management: Protected Areas Act No. 57 of 2003, Chapter 3: Part (V): Activities that may be carried out in terms of Section 50, Regulation 20
 - (iii) National Environmental Management: Protected Areas Act No. 57 of 2003, Chapter 3: Part (V): Activities that may be carried out in terms of Section 50, Regulation 22
 - (iv) National Environmental Management: Protected Areas Act No. 57 of 2003, Chapter 3: Part (VI): Use of Water Areas, Land and Airspace in a Special Nature Reserve, National Park or World Heritage Site, Regulations 30, 35, 37
 - (v) National Environmental Management: Protected Areas Act No. 57 of 2003, Section 86(1)
 - (vi) National Environmental Management: Protected Areas Act No. 57 of 2003, Section 47 (3)
 - (vii) National Promotion of Access to Information Act, 2000 Act No. 2 of 2000.
 - (viii) Civil Aviation Authority Regulations
 - (ix) Drugs and Drug Trafficking Act, Act 140 of 1992, Section 3,4 and 5
 - (x) Regulation of Gatherings Act, Act 205 of 1993
 - (xi) Liquor Act, Act 27 of 1989
 - (xii) National Buildings Regulations Act, Act 103 of 1977, Section 4
 - (xiii) Safety at Sports and Recreational Events Act of 2010
 - (xiv) South African Road Traffic Signs Manual
 - (xv) Legislation governing the full range of SANParks Marine Protected areas.
- Any application for an event/production, which will have an impact on residents living on the park periphery will require the Applicant to obtain permission for the relevant municipal authority in conjunction with acquiring permission from SANParks to conduct the event.

9. SIGNATURE OF APPLICANT

As an authorised signatory, and the applicant in whose name the permit is granted, I hereby confirm that I have **read and understood** and agree to comply with all **Terms and Conditions of a permit granted**

I/We agree that **any crew or assistants will be informed of the contents of the permit and to comply with said pemrit** and that to my personal knowledge all **information provided** above and attached is true and accurate.

I accept and understand that an application to **take footage or photographs, making use of a RPAS / drone** requires me to comply with **CAA legislation** and all of SANParks' permit conditions and that the granting of a permit to take footage or photographs, making use of a RPAS / drone **is discretionary** and that SANParks is not obligated in any way to grant me a permit based on the fact that an application has been submitted.

I confirm that any footage taken in breach of the public's right to privacy will be deleted and not used at any point.

I confirm that every person who will present at the take-off and landing site will be made aware of our safety procedures for take-off, landing and flights. I further confirm that everyone who will be present on site will be made aware that the RPAS/ Drone will be closer than 50m to them when coming in to land and taking off.

I confirm when signing this application that all certificates and licences issued to me and or my company in terms of CAA legislation are valid for the date/s requested above for the flights. I also confirm my Public Liability insurance is valid and covers all SANParks locations.

I confirm and understand that this is a permit from SANParks and that concurrent permits may be required for filming in certain locations.



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For all filming and/or photographs, I agree to **acknowledge the applicable national park and/or South African National Parks**, whichever is deemed appropriate by SANParks officials, in the published or broadcast version of the product created with this footage/material.

I agree that on request by SANParks to **provide one copy, free of charge, of the finished film/photographs** in which the said national park has been featured to SANParks for the purposes of education and information only. SANParks will not use this production or publication for public broadcast and will not charge a fee for the viewing of such a production.

Applicant Name	
Signature	
Date (Application Date)	