

**National Archives’ Filming Application Form**

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| **PRODUCTION TITLE** |
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| **YOUR FULL NAME, POSITION AND COMPANY NAME** |
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| **CONTACT DETAILS (PHONE NUMBER, EMAIL AND POSTAL ADDRESS)**  If you are based overseas, please state the country (including the international dialing code) |
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| **PRODUCTION DETAILS**  Please tell us the duration of the production, where and when it is going to be broadcast |
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| **HOW WILL THE NATIONAL ARCHIVES FEATURE IN THE PRODUCTION?**  Please explain the context within which the National Archives will appear |
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| **WHEN WOULD YOU LIKE TO FILM?**  Filming takes place in the National Archives between 9.30am-12.30pm and 1.30pm-4.30pm, Monday to Friday. The crew must be off site by 5pm.  Out-of-hours filming can be arranged but must be negotiated well in advance and may incur additional costs for security. |
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| **HOW LONG WOULD YOU LIKE TO FILM FOR?** |
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| **PLEASE LIST THE DOCUMENTS YOU WOULD LIKE TO FILM, PROVIDING FULL REFERENCES**  Please be specific as possible in your answer – for more information on providing correct file references, please visitwww.nationalarchives.ie/historical-records/referencing-archives |
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| **HAVE YOU ALREADY BEEN IN CONTACT WITH STAFF AT THE NATIONAL ARCHIVES ABOUT THE PROPOSED FILMING?**  If yes, please provide the staff member’s name and what has been discussed |
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| **WOULD YOU LIKE TO INTERVIEW A MEMBER OF STAFF?**  If yes, please state the name of the staff member you wish to interview |
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**I have read and agreed to the filming terms and conditions, including the charges and cancellation policy**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_