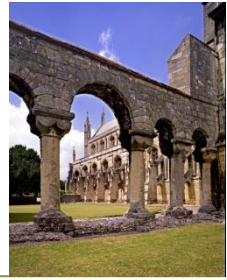


FILMING GUIDELINES



Winchester Cathedral provides a stunning and inspiring location for film-makers and photographers. Its architecture and historic open spaces have appeared in Hollywood blockbusters, television documentaries and advertisements. We welcome all media enquiries. Permission is required for all filming and photography within the Cathedral and Close

Although the Cathedral is first and foremost a place of worship, it is also one of our great historic buildings with an incredible history, exciting events programme, world-class choir and extensive conservation programme – we're keen to share our story.

Here are some guidelines as to what is possible and how the process works.

What sort of locations can you offer?

Within the Cathedral and the Cathedral Close are examples of almost every form of ecclesiastical and general architecture stretching back almost 1000 years.

- In the Cathedral itself we have the longest Cathedral in Europe with its sweeping *nave and roof vault*, the *Quire* with its medieval quire stalls and vast high altar screen, the peaceful but magical *retroquire and Lady Chapel* and numerous other chapels and hidden areas, including the *Crypt* – although access to the Crypt is only rarely possible and can be limited from time to time.

We also have the 16th century Morley Library, housing a range of books and artefacts – however there are special requirements here which relate to conservation and a separate set of guidelines (available on our website) covers that.

- In the Close, although there are none of the monastic buildings remaining, there is definitely the feel of how that monastery might have looked and 17th century buildings there now offer an ideal backdrop for period drama or documentaries.
- Images of the Cathedral and close can be found at our website.
- The city, with its history reaching back even further than that of the current Cathedral, also has many other areas which are useful for filming and companies very often use

multiple locations when they are here. Please note that Winchester Cathedral and Close are private land. Therefore separate arrangements must be made for the city. You will find some useful links to contact for filming in the city and around Hampshire below.

- PLEASE NOTE that photography and filming are not permitted in our exhibition Kings and Scribes - The Birth of a Nation without specific consent and only then when accompanied by a member of Cathedral staff.

What can we film?

The Cathedral is principally a church, and so any filming obviously needs to be compatible with that ethos. However, as the 'fount of the nation' and a significant centre of ecclesiastical and state life for hundreds of years, there is plenty of scope within that.

Previous filming has included:

Small-scale documentaries

Documentaries on Jane Austen (who was buried here), William Walker (who saved the Cathedral from sinking in the early 20th century, the 12th century Winchester Bible (often referred to as one of the most significant books in existence), the history of Kings and Queens of Wessex and England (some of whom are buried here) and a plethora of other subjects. Although the website offers plenty of historical information, we can provide more detailed sources on enquiry.

Feature films and large scale documentaries.

Most recently the Cathedral was used as a scene in the Vatican in *The Da Vinci Code*, and the second in the set of films about Queen Elizabeth I *Elizabeth: The Golden Age* saw the nave being transformed into Old St Paul's for a week! Obviously using any Cathedral as a full-scale location takes some effort, but we have experience and staff who can advise and assist with that.

When can we film?

That rather depends upon what you want to do. The key, of course, is to discuss that well in advance and do a diary check but here are some indicators.

- Filming is not permitted on Sundays.
- On other days the Cathedral is open to visitors from 8.30am to 6.30pm and there are regular services in the morning, evening, along with special services and events at other times. Subject to that, we would normally say that filming is possible between 10.00am and 4pm, although Saturday can be difficult in practice owing to the number of services, events and visitors that day.

- Out-of-hours filming is possible, but we need plenty of notice and there will normally be an additional charge to cover overtime, etc.. Out of hours filming is not normally possible in the morning or after 10pm, but there are obviously times when exceptions might apply for specific programmes.
- This is for ground floor level filming only. Limited access to the higher internal spaces, roof and tower, and Crypt can be made possible, but this would need to be with plenty of notice and again there will normally be an additional charge.

Can we film the choir?

The choir is often filmed but there are special IP requirements, and other matters to be considered, there are sometimes fees, and only then in consultation with the Director of Music.

Any specific recording of the choir as titles, credits or backtracks will almost certainly attract a fee.

It is also possible to use existing Cathedral choir recordings as backtracks, but this would be through the recording company concerned – we can provide details.

What is the process?

Normally we would follow the following process:

- Initial enquiry and diary check.
- Provisional date in the Cathedral Diary – the diary meeting is on Tuesday mornings.
- Completion of a simple questionnaire (*downloadable*)
- Quotation of fees sent for agreement by production company
- Confirmation of permission to film from the Cathedral – at which time a contract will be sent (*standard form downloadable for reference*)

This looks a bit laborious but it will normally take about 10 days to complete and in-principle agreement can be given after stage 2. In certain cases it may be possible to fast-track the process for simple filming.

How much does it cost?

How long is a piece of string? Here are some guidelines for documentary filming.

- For simple documentary filming during the day our standard charge would be £1000 for a day's filming (6hrs) and £650 for a half day (3hrs) although these are negotiable.

- Out of hours filming would normally attract the same fees + approximately £25 per member of staff per hour of overtime.
- This £25 per hour would also be chargeable for additional support from the works staff or for any other assistance – such as the Cathedral Curator in the Library.
- It includes advice from the Press Office, the administrative process and support from a press officer on the day. It also includes standard exploitation rights – see *below*.
- Fees for the Cathedral choir and other musicians are by separate arrangement. For information they normally follow the prevailing standard Equity rates.
- Similarly, any engagement of consultants or others not on the staff (whether or not supplied by the Cathedral) would be outside this contract.
- Complete closure of the Cathedral would also involve a contribution towards loss of earnings.
- All charges attract VAT at the standard rate.
- There is a scale of reduction for cancellations. However, this does not and cannot include any arrangement made with performers or participants, either through the Cathedral or separately.

For larger scale productions, the fee will be bespoke to the production.

Exploitation, Copyright & Legal

- The standard release from Winchester Cathedral is for 5 years from first broadcast in the UK and worldwide + for a limited period on-line (normally 28 days). These arrangements are usually flexible dependent upon the nature of the material to be filmed/broadcast.
- In return the Cathedral asks for a copy of the programme(s) for archival use, and the rights to use the material actually relating to the Cathedral for educational use.
- The Cathedral would also normally ask for the appropriate credits in the programme, but recognizes that this is sometimes not possible.

- The standard contract (*downloadable*) is normally between the Cathedral and the production company actually making the film. Any arrangements other than that are between the commissioner and the production company.
- Also required are the usual Health and Safety / Risk Assessment / PLI – but normally the standard formats held by production companies will suffice.

Practicalities

Parking

We can arrange limited parking for small crews (i.e 2/3 average size vehicles) in the Cathedral Close. Anything more than that would need to be outside the Close. Access for drop-off and pick-up can normally be arranged in any event. The Tourism website has helpful information about parking - see *below*.

Accommodation & Eating

Winchester is well-provided with centrally located accommodation and eateries, and there are also plenty within a short distance of the city itself. Again, the tourism website has helpful information.

Useful links

Filming in the City

Winchester City Council: www.winchester.gov.uk/Media/FilminginWinchester

Filming in Hampshire

Film Hampshire: www3.hants.gov.uk/filmhampshire

Visiting Winchester (including accommodation and parking)

Visit Winchester: www.visitwinchester.co.uk

For further information please contact:

Cathedral Press Office

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