



FILMING AT SPINNAKER TOWER

Spinnaker Tower, Gunwharf Quays, Portsmouth, Hampshire. PO1 3TT

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ABOUT SPINNAKER TOWER

Soaring proudly above Portsmouth harbour, the Spinnaker Tower in Portsmouth is one of the South coast's 'must-see' attractions. The iconic 170 metre tall viewing tower opened in October 2005 and has since welcomed over 3 million visitors.

About the experience

The Tower offers visitors spectacular 350° panoramic views of one of the most fascinating sea-scapes on earth, with incredible views stretching out for up to 23 miles over the historic harbour, the Solent and the Isle of Wight.

Visitors glide to the first of the three glass encapsulated viewing decks in just 28 seconds, via the internal high speed lift. Located 100 metres up, on View Deck 1 visitors literally step out of the lift doors into the magnificent views, which are uninterrupted on account of the floor-to-ceiling glazed windows. In addition, at the centre of View Deck 1 lies the glass floor Sky Walk enabling intrepid visitors of all ages to virtually 'walk on air'!

The Clouds café is situated at 105 metres, allowing visitors to unwind and enjoy refreshments while taking in their spectacular surroundings. View Deck 3 - 'The Sky Garden', is the highest viewing platform at 110 metres high. It is open to the elements and is where visitors can really feel the wind in their hair.

Weather watching

The Spinnaker Tower provides an ever-changing view with the busy waterways below, while different weather patterns provide equally stunning vistas. The elevated position above the Solent makes the Tower the perfect location to enjoy the stunning shows that the weather can create from crisp bright sunny days which make the water below glisten like glass, to the rolling clouds and storm sequences which make for dramatic viewing.

FILMING GUIDELINES



Safety

We have strict health and safety guidelines which as operators and managers of the attraction, we and all visitors on site must adhere to. Subsequently all filming access can only take place with prior arrangement. Filming consent forms must be agreed and signed prior to filming and proof of public liability insurance must be provided.

There is a NO smoking policy in every part of the building. No flammable products are to be brought on site.

Visitors must listen to the safety instructions given on arrival and familiarise themselves with the locations of all emergency exits.

Sensible footwear is recommended and guests will not be permitted to wear shoes on the glass floor.

The operators have the right to refuse entry to anyone thought to have consumed alcohol or drugs.

Security

All visitors must clear tower security and sign in. Bag checks and metal detection checks are often in place. Visitors passes must be worn at all times. There will be no unescorted access around the building.

External Filming

External filming of the Spinnaker Tower using Gunwharf Quays property must be checked with the Gunwharf Quays management team who can be reached on 02392 836 700.

External filming can also be conducted on Portsmouth City Council land in Old Portsmouth. A filming application form must be completed and returned to the council via email at filming@portsmouthcc.gov.uk. More information on filming in the city can be found at <https://www.portsmouth.gov.uk/ext/business/business/filming-in-portsmouth.aspx>

Abseiling

Any film crews wishing to abseil down the Tower must provide a detailed list of activities, complete a method statement and show all insurance documentation prior to arrival. PPE may be worn in order to gain access to some additional areas of the building. An accredited third party will be employed by Spinnaker Tower to advise and oversee safety on the day—this cost will be charged to the production company.

Cabling, Power and Lighting

The Tower has COAX and CAT 5E cabling from view decks one and two. This is connected at the base of the building. Crews will need to provide and run a cable from the admissions area out to their vehicles (approx. 100m).

It is possible to set up a temporary microwave link from view deck three if you have a receiver in the area (i.e. BBC Isle of Wight).

The Tower has power points on the View Decks and in the Café. For security reasons, it is standard practice not to allow any equipment to be plugged in unless absolutely necessary. If equipment does need to be plugged in, prior permission must be sought and PAT testing certificates must be provided in advance. It is the responsibility of the film crew to secure down any cables, to make it safe for the public and staff.

The Tower has a complete external lighting system which can be used to light the tower in a solid colour / colours. Prior agreement must be given and is subject to our lighting schedule.

Toilets and Air Conditioning

There are toilets in the admissions area, Spinnaker Kitchen and Bar and on View Decks One and Two. The Tower has air conditioning.

Refreshments

Spinnaker Kitchen and Bar is situated at the base of the Tower. See www.spinnakertower.co.uk for opening times.

Parking

Live broadcasts - Unloading equipment at the Tower is possible via the Gunwharf Quays service yard before 9am and after 4pm; otherwise equipment must be carried from the service yard to the Tower (approx. 60m). OB vans can be positioned (and get a signal) from the far side of the service yard or by the Waterfront (100m). Cabling and trip covers to the Tower's front entrance are required. Please notify us of your requirements and we will provide you with clearance from the Gunwharf Quays' service manager's department before your visit.

Recorded - Crews who are not working live may unload at the Tower/service yard by prior arrangement, but would then be expected to park in the paid for Gunwharf Quays' car park close by.

In both circumstances, an access form will need to be completed and returned as early as possible prior to the filming.

Opening Times

Filming should take place during off-peak periods, where convenient and by prior arrangement at the Tower's discretion.

The Tower's core opening hours are 10.30am—5pm. See the website for further details or call the information line on 02392 857 520.

Any film crews granted permission to film whilst the Tower is open should respect that the site is a visitor attraction and minimise any inconvenience to visitors or staff, whilst sticking to agreed parameters and timings. In exceptional circumstances, the Tower may consider filming requests during peak periods.

General

Please do not allow your group to create any scene, which may undermine the integrity of the attraction.

Where possible, please use the information found on our official website www.spinnakertower.co.uk; and in the official guidebook only - this is guaranteed to be as accurate as possible.

Please notify the press office at Spinnaker Tower when the programme is scheduled to air and if possible, please send a copy of the programme to:

Jenny Nolan

Spinnaker Tower

Gunwharf Quays

Portsmouth

Hampshire

PO1 3TT

T: 02392 857 534

E: jnolan@spinnakertower.co.uk



DECLARATION

Please sign below to indicate you have read and understood these guidelines. Email back a signed copy to jnolan@spinnakertower.co.uk or bring with you on the day of filming.

SIGNATURE	
PRINT NAME	
DATE	
ORGANISATION	
PROGRAMME TITLE	
SCHEDULED AIR DATE	

RATES

We welcome filming at Spinnaker Tower and will try to accommodate you where possible. Filming fees are negotiated on a case-by-case basis and are dependent on the following criteria:

- ⇒ Type of filming
- ⇒ Size of area required
- ⇒ Amount of potential disruption
- ⇒ Time of day and length of time required for filming
- ⇒ Loss of income from public facility where appropriate
- ⇒ Preparation and restoration time
- ⇒ Access requirements

NB: The stature and category of the filming (i.e. documentary, TV drama, feature film etc.) is always considered when setting fees.

Filming fees are more likely to be reduced or waived if you can offer one of the following:

- ⇒ The attraction will be mentioned (by name) in full by the presenter or voice-over
- ⇒ The attraction name will be displayed on-screen
- ⇒ The attraction will be included in the rolling credits.

Charges do apply for student filming. Please see our separate 'Student Filming at Spinnaker Tower' document for details on rates. This is downloadable from the Spinnaker Tower website here: <https://www.spinnakertower.co.uk/media-centre/>

HOW TO BOOK

Please email Jenny Nolan on jnolan@spinnakertower.co.uk including the following information:

- ⇒ Description of filming project
- ⇒ Preferred dates and times for filming
- ⇒ Number of crew members
- ⇒ Equipment to be used (if any electrical equipment, please provide PAT testing certificates)
- ⇒ Public Liability insurance certificate (students should contact their university/college to check their public liability insurance)
- ⇒ Name and contact details of group leader

We will aim to respond to your email within 3 working days, wherever possible. Advance notice is recommended for all filming requests.

For further information and to learn more about filming at Spinnaker Tower, please do get in touch:

Jenny Nolan

T: 02392 857 533

TERMS AND CONDITIONS

All persons booking Spinnaker Tower do so subject to the following terms and conditions:

Payment:

- ⇒ Full payment will be required in advance of your filming
- ⇒ Cheques must be made payable to Heritage Projects (Portsmouth) Ltd and sent to Continuum Attractions, St. Edmund's House, Margaret Street, York. YO10 4UX.
- ⇒ Payments by cash or credit card should be made directly to a member of Spinnaker Tower staff at the attraction and should not be sent via post. Spinnaker Tower will not be responsible for any monies lost that have been sent via the postal service.
- ⇒ To cancel your booking, please call 02392 857 533
- ⇒ No shows: Spinnaker Tower retains absolute discretion as to whether filming companies who do not arrive for their filming will be charged. Standard fees for no shows are 100% of the booking.