

MEDIA PROJECT REQUEST FORM

Name of Organization: _____

Contact Person: _____

Contact Number: _____

Contact E-mail: _____

Objectives of the project

Synopsis of the project

If possible, provide links to websites that give a perspective on the organization and/or previous projects worked on

1. _____
2. _____
3. _____
4. _____

List the names, titles or expertise of CSC staff/inmates you would like to interview or film

1. _____
2. _____
3. _____
4. _____
5. _____

Date(s) and times of filming

Start date and time _____

End date and time _____

Deadline _____

Other groups/people being interviewed for the project

1. _____
2. _____
3. _____
4. _____

Location

- Institution - Please specify: _____
- Regional Headquarters - Please specify: _____
- Community Correctional Centre - Please specify: _____
- National Headquarters
- Other _____

Indicate whether your intended use is

- Commercial
- Non-commercial

Indicate the anticipated uses of the project

- TV Documentary
- Other filming or TV requests
- DVD
- Web/social media
- Radio
- Newspaper
- Magazine
- Book
- Others, please specify: _____

Describe the audience for your proposed use

- General
- Children
- Youths
- Adults
- Senior Citizens
- Others, please specify: _____

Broadcast Region

- Local
- Provincial
- National
- International

Indicate the scheduled air date or issue date

____/____/____ Date to be determined
YYYY MM DD

List the equipment required for filming:

1. _____
2. _____
3. _____
4. _____
5. _____

Indicate what are the benefits / what is the value of participating in this project:

For the requester:

1. _____
2. _____
3. _____
4. _____

For CSC:

1. _____
2. _____
3. _____
4. _____

DISCLAIMER

While efforts will be made by CSC to accommodate the filming/project request, all requests are subject to assessment in accordance with the Commissioner's Directive 022 and at any time if condition cannot be met under CD 022, or if the terms of admission are not respected which could lead to security and operational concerns, access to the institution could be refused/revoked/rescheduled.

Submission of this form is not to be considered as permission to present yourself to any of our institutions or facilities for scouting or pre filming purposes. Until you have been given formal approval that your project has been approved, there should be no attempts to access any facilities or land under the responsibility of the Correctional Service of Canada.