



FILM AND PHOTOSHOOTS

UNLOCK

A WORLD OF POSSIBILITY

CTICC and Cape Town is the ultimate film location in Africa

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Persons conducting business at the CTICC should be stopped in any public areas or walkways during filming or photography on the premises.



CHEMICALS ON SITE

Only environmentally-friendly chemicals, accompanied by the relevant Material Safety Data Sheet (MSDS), are permitted on the premises. The CTICC must be informed of any chemicals which will be brought on site.



FITTING & VACATING

All equipment, decor or structures belonging to clients or their suppliers and contractors must be removed directly after a shoot and within the designated time allocation, unless otherwise agreed with the CTICC's management. The fittingout and vacating of the hired area should only be done with the prior written approval of, and in accordance with, the written instructions and directions of the CTICC.



GENERATORS

- CTICC 1 has four **1 MVA, one 400kVA, and one 250kVA generators**. Two of the 1 MVA generators start up in sync and are connected to the buzz bar bulk supply system that interconnects substation 1 and 2 that feeds Halls 1 to 4, the Kitchens, Ballrooms, Meeting Rooms, The Roof Terrace, The Gallery and Office Blocks. These generators start up automatically when a power failure is detected and take the load in ± 40 seconds. Two of the 1 MVA generators are dedicated to the chiller, refrigeration and boiler plant rooms. These start up automatically when a power failure is detected and take the load in ± 40 seconds.
- The **400kVA and 250kVA generators are dedicated to Auditorium 1**. They start up automatically and take the general load in ± 40 seconds. However, to engage the HVAC and bulk supply system in Auditorium 1, requires manual switching at substation 3.
- CTICC 1 has capacity for approximately **11 500 litres of diesel on site** and can run at a load for approximately **10 hours continuously**.
- CTICC 2 has **two 1 MVA generators** that are connected to power Halls 5 to 10, the Kitchens, Meeting Pods, Meeting Rooms, The Roof Terraces, The Gallery, and Office Blocks. They start up automatically when a power failure is detected and take the **load in ± 40 seconds**.
- CTICC 2 has capacity for approximately **14 000 litres of diesel on-site** and runs at load for approximately **24 hours continuously**.



PERMIT REQUIREMENTS

A filming permit is required for all film and photo shoots taking place on the CTICC's property, car parks, roads, and in the Convention Square and surrounds. Approval must be sought before applying for a filming permit. An event permit is not required, and the event by-law does not apply for filming.



ROAD CLOSURES

Should clients need to use the roads around the CTICC, it is up to the filming organiser to lodge a road closure request as part of the permit application process. Copies of the approved application must be made available to the CTICC, and prior approval must be obtained from CTICC's management.



SAFETY

The organiser must appoint a Safety Officer to oversee the project. Appointments must be in writing and a copy given to the CTICC's management. Safety Officers are appointed under the Occupational Health and Safety Act and Construction Regulations.



MEDICS

A medic must be scheduled for filming. The medic should be registered with the HPCSA and be ILS level. Proof of this registration must be provided prior to filming.





SECURITY SERVICES - INTERNAL

The CTICC provides general security along the perimeter of the building, as well as roaming security within the centre's public areas. It is advisable to arrange security services for your venue, load-in/out, and to secure equipment. This must be done through the CTICC. Other security services, including the hire of close protection and cash-up officers, are available from the CTICC's contracted in-house supplier.

All main entrances and exits within the CTICC are manned by CTICC security staff. Should event organisers wish to use alternative security personnel, this will apply only for hired venues and not for the centre's perimeter.

All independently-contracted security must complete an access request and submit a PSiRA registration certificate seven days before filming takes place.



TEMPORARY STRUCTURES & TENTS

All temporary structures, such as a stage higher than 900mm, custom stands (higher than 3m) and tents (bigger than 100m²), must be approved by CTICC management. A structural engineering certificate may be needed in certain cases. If so, BDM 11 and BDM 12 appointment letters and a floor plan must be submitted to the City of Cape Town for a Temporary Building Permit.

