

Taitung Airport Photographic Application Form				Application date:		
				Application code and number:		
Recipients	Original	Taitung Airport				
	Copy	Taipei Aviation Police Branch Taitung Station				
Applicant	Name and uniform numbers		Contact person			
	Address		Telephone			
Photography	Theme		Category	<input type="checkbox"/> Movies <input type="checkbox"/> Video <input type="checkbox"/> Photos <input type="checkbox"/> Slideshow		
	Time	In total of _____ hours from _____ (hour/day/month/year) to _____ (hour/day/month/year)			Equipment	See the attachment
	Members	See the attached name list (Please show your documents proving identity)				
	Locations to take Photos			<input type="checkbox"/> Inside of terminal		
				<input type="checkbox"/> Outside of		
Fees: (An additional 5% sales tax shall be imposed on site usage fee)						
1. Inside of terminal (including curbs): the first 4 hours: NT\$ 800; daily: NT\$ 1,600 (time over 4 hours is counted as one day).						
2. Outside of terminal: the first 4 hours: NT\$ 1,000; daily: NT\$ 2,000 (time over 4 hours is counted as one day).						
3. Deposit: NT\$ 2,000, which will be returned to you if nothing needs to be settled after the shooting operation.						
4. Insurance: NT\$ 20 million Public Liability insurance shall be bought; please send a copy of the insurance policy with this application form to Taitung Airport.						
5. If you need electricity supply, please provide details of voltage and wattage of electrical equipment at application (Fees shall be surcharged).						
6. Please pay the site usage fee, electricity fee and deposit to the cashier of Taitung Airport. Once accepted, the site usage fee shall not be refunded for any reason.						

Application procedure:

1. Seven working days before the photographic undertaking, please send in this application form (original) to Taitung Airport, with its copy to the Aviation Police of National Police Administration or Taipei Aviation Police Branch Taitung Station. If you are to shoot television or film program, please also send in its content outlines.
2. Photography can be taken only within the areas under the jurisdiction of civil aviation (including non-controlled area).
3. Do not carry hazardous materials or violate any safety regulations during shooting.
4. Do not impede the normal operation and travel process of the airport.
5. Do not take photos on the security check lines and facilities.
6. If you want to take photos inside the cabin of an aircraft, please present copied relevant documents with consent of the airline and be accompanied by airline personnel during photo shooting.
7. Please present the name lists of crew and filming equipment (See Annex).
8. Address of Taitung Airport: No. 1100, Minhang Rd., Taitung City; TEL: 089-362512; FAX: 089-362536
Address of Taipei Aviation Police Branch Taitung Station: No. 1100, Minhang Rd., Taitung City; TEL: 089-362553; FAX: 089-362553

Person in charge	Section Chief	Countersigned by	Director

Crew and Equipment List

Company name:							Photographic theme:						
Title	Name	Gender	Date of birth	ID number	Address		Telephone						

