

Burnaby Village Museum

Reminder to Locations for Filming Procedures at the Burnaby Village Museum

Please ensure that these procedures are known and complied with by all Departments during filming at the Burnaby Village Museum.

No food in exhibits. This includes beverages of all kinds and food still in containers or intended as props.

No access to roofs therefore no equipment installed on roofs

Heavy equipment must be disclosed ahead of time. Some of our roads, the bridge, the carousel, the boardwalk to name a few areas, have weight restrictions.

No big trucks driving on site to bring in equipment or decoration: trucks can be unloaded at one of the gates and materials, equipment brought in by hand or using dollies

Exhibit buildings and entrances are not storage areas for film equipment, tools or

No new holes

Exhibit interior have specific lighting and set up procedures which can differ from building to building.

No Command Strips or tape of any kind on painted surfaces

Cling type films only on windows and mirrors

No smoking on our site. Smoking areas can be set up outside the gates.

Extension cords must be to code for the application

Electrical changes can only be made by the City of Burnaby preferred electricians after approval by Museum Administration staff.

Power is not to be taken from exhibits, but derived from generators

No mulch on roadways

No loans of Museum equipment

No glitter, confetti, shredded plastic, rice or substitutes

No interference with fire protection or security measures (ie disconnecting sensors or alarms, removing door hardware etc)

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Keep exhibit spaces dry and clean – no packing or unpacking of wet materials, carpets must be used to protect floors from wet shoes and clothing

No disrespect. While we understand that working at the Museum imposes constraints on the film crew, these rules are intended to preserve heritage and ensure the Museum is prepared to serve visitors and clients in a professional manner. These are generally rules which our staff are obliged to keep all year round. We are grateful for the effort made by film crews to comply and protect this beautiful place.