

Regulations and procedures for photography and filming in the territory of state reserves managed by the State Tourism Agency of the Republic of Azerbaijan

1. General provisions

1.1. Professional photography and filming, production of films including documentaries and movies, television series, entertainment-programs, music clips, commercials, and other similar actions; professional video/photo shoots on demand, for sale and for publication undertaken in the territory of the state reserves (hereinafter “the reserves”) managed by the State Tourism Agency of the Republic of Azerbaijan (hereinafter “the Agency”) are considered as commercial activities. Permission needs to be requested and the tariffs are specified in Appendix 1.

1.2. Professional photography and filming with the intent to report news about the reserve or regarding any event or incident happening in the reserve; professional filming for the broadcasting of programmes for children or of scientific, cultural, educational and religious nature undertaken in the reserves managed by the Agency are considered as non-commercial activities: the fees are not applied but a permission needs to be requested.

1.3. The regulations do not apply to amateur filming by visitors using mobile phones, small cameras and camcorders as long as the images are taken for a private and non-commercial reason.

2. Terms of commercial photography and filming

2.1. The Agency must be informed about filming for news, scientific, cultural, educational and religious programmes. In this case, an authorized representative of the respective company must contact the Agency at least one day prior to the filming and provide information on the purpose of the filming.

2.2. Permission for commercial photography and filming is issued by the State Tourism Agency. The representatives of the reserve must accompany the photo/film crew during the process. The application form (Appendix 2) needs to be submitted to the State Tourism Agency via e-mail to: info@tourism.gov.az

Subject of the e-mail: “Application for permission of photography and filming at XX reserve”.

The Agency shall respond within five (5) working days to the application with a positive or negative response.

2.3. If the filming is planned after working hours or at the weekend it needs to be specifically mentioned and justified on the application form. Or the official representative of filming company and physical persons need to inform the Security of Reserve at least an hour before. The security will inform Reserve’s management and they will inform Agency accordingly. Both filming company or physical person and Reserve management need to wait for the Agency’s approval.

2.4. Any other commercial or non-commercial photography/filming with professional equipment is allowed only with an official permit issued by the Agency.



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2.5. The followings need to be included into the application form:

- Name, surname and address of physical person;
- Name, address of juridical persons, name of leading persons;
- The main purpose of the filming, the script writing;
- The date, time and duration of filming;
- The places of shooting;
- The information about shooting personnel;
- The list of equipment;
- The number of transport means that will be necessary to be in the Reserve area during the filming and their state register codes;
- The information about responsible person for filming.

2.6. The applications will be submitted to the Agency. The application will be positively or negatively replied by the Agency within 5 (five) workig days.

2.7. After permission has been granted by the Agency a contract shall be signed between the applicant and the Agency about the intended date and purpose of the commercial activity carried out at the reserve.

2.8. The Reserve management controls the shootings and its theme that was approved by the Agency.

2.9. During the filming, the daily life of the residents of the reserve and the functioning of organizations located within the reserve should not be compromised.

2.10. Any placing of technical equipment on monuments or anything else that might jeopardize the safety of the monuments and lead to them being damaged during filming is unacceptable.

3. Refusal of permission to film

3.1. The Agency may refuse to authorize the filming or change the terms of the filming in the following cases:

- The data given in the application form for permission is incomplete or inaccurate;
- The filming process could seriously interfere with the daily lives of the residents of the reserve and/or disrupt the functioning of organizations located within the reserve;
- Contracts for filming for commercial purposes have not been concluded;
- If the filming is accompanied by a violation of public safety and morality, and a warning to the film crew has not had any positive effect;
- If the filming is not conducted accordingly to the agreed terms and conditions and a warning to the film crew has not had any positive effect;
- When there is a government event planned at that particular time or a necessity to carry out urgent repairs in the area intended for the filming at that time;
- If the Agency has not been informed of the filming of news programmes according to the above regulations.



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Appendix 1: Tariffs for photography and filming in the territory of the state reserves managed by the State Tourism Agency of the Republic of Azerbaijan.

Commercial photography/filming	Service	Tariff (AZN)	
Advertising, production of films, documentaries and movies, television series, entertainment programmes, music videos, commercials, filming/photography for entertainment publications	For each day of photography/filming	Yanardag State Historical, Cultural and Nature Reserve Ateshgah Temple State Historical and Architectural Reserve Yukhari Bash State Historical and Architectural Reserve - Sheki Khans' Palace	520 AZN
		Basqal State Historical and Cultural Reserve Khinaliq State Historical, Architectural and Ethnographic Reserve Lahij State Historical and Cultural Reserve Yukhari Bash State Historical and Architectural Reserve Kish Historical and Architectural Reserve	240 AZN
Photography/filming	For each day of photography/filming	Yanardag State Historical, Cultural and Nature Reserve Ateshgah Temple State Historical and Architectural Reserve Basqal State Historical and Cultural Reserve Khinaliq State Historical, Architectural and Ethnographic Reserve Lahij State Historical and Cultural Reserve Yukhari Bash State Historical and Architectural Reserve Kish Historical and Architectural Reserve	240 AZN
Non-commercial photography/filming			
News programmes and programmes of a cultural, educational and religious nature	For each day of photography/filming	No charge	



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Appendix 2: Application for permission

Application for permission of photography and filming in the reserves	
Type of intended photography and filming	X Commercial use (fee is applied) X Non-commercial use such as for news, scientific, cultural, educational and religious interest (fee is not applied)
Last name, first name of applicant	
Contact information of applicant	e-mail: phone:
Information about the applicant (professional experience)	
Full name and address of the legal entity / company	Name Address
Last name, first name of the responsible person of the legal entity / company	
Information about the responsible person (professional experience)	
Purpose of the operation and the subject of the scenario	
Date, time and duration of the operation	
Intended filming locations	
List of equipment used during the operation	
Information about the crew	How many persons? Interview request?
Number of vehicles that will enter the reserve during the operation and their state registration numbers	

Terms of payment:

Payment is possible via bank transfer and in cash.