

BROADCAST ENQUIRY FORM

Please note that PPHE Hotel Group operates a minimum notice period of 48 hours including the receipt of a public liability insurance up to £10,000,000 along with the signing of PPHE Hotel Group’s location agreement prior to any filming taking place.

Any amendments to the location agreement from the production company’s side will need to undergo a further check from PPHE Hotel Group’s legal department. All filming will be quoted on an individual basis and confirmed via an emailed booking confirmation document.

Journalist/Presenter name (As per passport)	
Broadcast company name / Job title / viewers or listeners number	
Work telephone / ext	
Mobile / Home Tel	
Email address	
Hotel name	
Date of filming	
Hours of filming required	
Number of crew attending shoot	
Location within hotel desired (if known)	
Any other requirements	
Programme commissioned – yes/no	
Estimated TX date	
Park Plaza signage included / credit	
Budget if known	
Additional information	