

## 8. Photographing or Filming at Railway Premises and the Trains

### 8.1. Service Information

Approval can be obtained from the Commercial Superintendent's office at the Railway Headquarters, Colombo 10. (Tele: 0112320109/0114600156) However, the Photographing or Filming should not cause any disregard to Railway or its Passengers.

### 8.2. Application/Reservation method of the service

An application form can be submitted or Requests can be made by sending a letter by giving following details, Name of the Organization or Organizer, Location, Nearest Railway Station and Intended dates for the filming or photographing. You can directly download the application (Form 2.8) from the Department website.

### 8.3. For both photographing and Filming

**No separate plan for photography. Same charge for filming applies to photography as well. With 2 hours minimum time frame, which means, regardless of the time taken for filming photography in the event, where time taken is less than 2 hours, The applicant should pay for two hours.**

**Therefore, In filming or photography with non-commercial motive, charges are as follows.**

**Local applicants – Rs. 5000.00 x no: of hours (minimum value =2) vat 8% + (refundable deposit =15,000) + supervision rate(500/=) x no.of hours (minimum 2)**

**Foreign applicants - Rs.10,000.00 x no.of hours (minimum value =2) vat 8% + (ref.deposit =15,000) + + supervision rate(500/=) X no.of hours (min =2)**

**For shooting and photography with commercial motive,foreign charge applies to all circumstance (no separate charges as local and forign)**

**Commercial purpose charge = Rs.10,000 x No.of hours (minimum value = 4) + vat 8% + ref.deposit = 30,000)+ supervision rate(500/=) X no.of hours (min =4)**

### 8.4. Documents to be submitted

No documents required. Submitting the letter giving the necessary information is sufficient.

### 8.5. Procedure of the service

Approval can be obtained quickly depending on the requirement. Then the applicant can pay the due amount to the Paying Counters at the Chief Accountant Office, Railway Headquarters, Colombo 10.

### 8.6. Average time taken for obtaining the service

Maximum One Week

### 8.7. Officer responsible for extending the service

Commercial Superintendent  
Tele: 0112320109/0114600156  
Fax: 0112320109  
Email: [com@railway.gov.lk](mailto:com@railway.gov.lk)

### 8.8. Deviations of the service process

No deviations

### 8.9. Application Forms

[Download Application for Photographing or Filming at Railway Premises and the Trains \(Form 2.8\)](#)