

GUIDELINES FOR CONDUCTING COUNTY & CITY OF LOS ANGELES COMMUNITY SURVEYS

The top portion (scene description, dates, times & production office information) of the attached "Community Survey" should be thoroughly completed and submitted to the assigned FilmL.A. Coordinator for review and approval. The coordinator will advise you of any changes, if needed, and when you should begin the survey gathering process.

The "Description of scenes & parking" section should include a complete description of all filming activities and should also note the areas intended for equipment parking, whether posting is requested or not.

Once the survey form is approved by FilmL.A., copies should be made in sufficient quantity to provide all residents with two of the surveys: one for comment and submission to FilmL.A. and one the resident/business owner can keep for future reference. Two copies should also be left at residences or businesses where no one is readily available for review. A brief note, making arrangements for retrieval of the survey form, should be left with the surveys.

Affected residents or business owners should be directed to complete the bottom left portion of the form and asked to include their phone number. Individuals who are hesitant to include their phone number should be told that it is not mandatory but that its only use is for verification by FilmL.A.

Apartment managers may sign for their tenants but they must do so in the designated area at the bottom right corner of the form, only. **Manager signatures in the bottom left (resident) portion are not acceptable.**

Surveys should be obtained from all residences within 300 feet of filming activities and/or within 200 feet of equipment parking. In merchant areas, survey requirements will be based on an areas Special Conditions. Where no Special Conditions exist, the surveys will be based on the amount of requested parking, type of production and type of activity requested.

Exceptional filming activity (i.e., gunfire, bullet hits, fire effects, explosions, car crashes, helicopter scenes etc.) prior to 7:00 AM or after 10:00 P.M. Monday through Friday and prior to 9:00 AM and after 10:00 P.M. on weekends and holidays may require surveys from a larger than usual area. The extent of the affected area will be determined by FilmL.A. based on the anticipated impact of the proposed activities.

A detailed map, similar to a plot plan, depicting the streets and residences affected, must be included with the surveys when presented to the FilmL.A. coordinator for review.

Each address on the map should be annotated, indicating whether the resident or manager had concerns, had no concerns, was not home, etc. Other notations - such as vacation, vacant, or refused contact, etc. - to further explain why there was no response, are especially helpful in the evaluation process.

SURVEYS AND THE REQUIRED MAP SHOULD BE SUBMITTED TO THE FILML.A. COORDINATOR AT LEAST 24 HOURS IN ADVANCE OF THE TIME THE PERMIT WOULD NEED TO BE RELEASED. This provides the necessary time to review the material and also provides you with time to gather additional surveys, if required.

FilmL.A. will evaluate the surveys and map to determine the extent of community concerns and support with respect to the proposed activities. Additional consideration is given to residents or businesses in close proximity to the filming activities and mitigating their concerns may be crucial to FilmL.A. approval.

COUNTY & CITY OF LOS ANGELES FILMING SURVEY

(FilmL.A. revision 2014/11/11)

DISTRIBUTED ON: / /20__ __:__ a.m. **PLEASE RESPOND BY:** / /20__ __:__ a.m.
p.m. p.m.

PLEASE READ BEFORE YOU RESPOND: This survey is not a request for approval of filming activities; it is an opportunity to make your concerns known to FilmL.A., Inc., the nonprofit company that coordinates on-location filming permits for the City and County. Filming activity is generally permissible in residential areas between the hours of **7 a.m. and 10 p.m. Monday through Friday**. Activities that are **extraordinary** in nature, that **extend the permitted hours** before and/or after these times or that require filming on **weekends** or when a production is at one location for more than **five consecutive days** may require the production company to survey the surrounding community. **The survey is used by FilmL.A. in evaluating neighborhood concerns regarding the proposed filming activities.**

Dear Resident/Business Owner,

_____ is planning to film scenes of _____ at _____
(production company) (project title) (filming address)

Proposed date(s): _____ Hours: from: _____ a.m. to: _____ a.m.
p.m. p.m.

Description of scenes & parking: _____

This company has applied for the necessary permit and maintains all legally-required liability insurance. If a permit is granted, all personnel required to ensure public safety will be on-location. This company agrees to abide by all County or City filming rules and any specific guidelines applicable to your neighborhood. This company will make every effort while in your community to respect and maintain public safety. Thank you in advance for your cooperation and hospitality while this filming takes place in your neighborhood.

If you have any questions or concerns regarding this request, please contact the production company or the location manager at the numbers provided below.

Production Company & Phone Number

_____ cell phone #
Location Manager

_____ cell phone #
Production Manager

OR YOU MAY CONTACT:

FilmL.A., Inc., (213) 977-8600 or

Email to info@filmla.com.

On the web: www.filmla.com

6255 W. Sunset Blvd, 12th Floor

Hollywood, CA 90028

Office Hours: 8 a.m. - 6 p.m. Mon. - Fri.

AFTER HOURS HOTLINE:

24 hrs., weekends & holidays

Call (213) 977-8600 (Press 2)

I HAVE NO CONCERNS regarding the proposed activities.

MY SPECIFIC CONCERNS with the proposed filming activities are: _____

I HAVE NO CONCERNS but prefer not to sign my name.

(Your contact information helps FilmL.A. ensure the accuracy of survey responses.)

Signature

Print Name

Address

Phone

In multiple-unit buildings, managers may sign on behalf of tenants as follows:

Total no. of units in building: _____

Addresses signed for: _____

I, as manager of the above building, take responsibility for notifying all of the tenants of the proposed filming activity. I am signing on the tenants' behalf.

Manager

Address

CIUDAD Y CONDADO DE LOS ANGELES
SOLICITUD PARA HORAS EXTENDIDAS, FINES DE SEMANA Y/O FILMACION DE LARGO PLAZO

ESTIMADO RESIDENTE,

Tenemos planes de filmar en su vecindad en el _____
(domicilio de filmación)

FECHAS SOLICITADAS: _____ (hora) de: _____ a.m. a: _____ a.m.
p.m. p.m.

Las siguientes actividades están planeadas con horas extendidas: _____

Hemos solicitado el permiso necesario de la Ciudad y del Condado del Los Angeles y tenemos todo los seguros con responsabilidad civil requerido legalmente. Si se aprueba el permiso, una copia se encontrará en los archivos de la Oficina Municipal de Filmación (County & City Film Office) y también estará disponible en el sitio de filmación. Cumpliremos con todas las reglas municipales de filmación y cualquier pautas específicas aplicable a su vecindad.

Haremos todo el esfuerzo por no molestarlo y no llegaremos más temprano ni desocuparemos la vecindad más tarde de las horas acordadas. Apreciamos su hospitalidad y cooperación durante la filmación en su vecindario.

Si tiene alguna pregunta antes o durante la filmación, pregúntele al Gerente Local o llame al Gerente de Producción a la Oficina de Producción.

O PUEDE COMUNICARSE CON:

FilmL.A., Inc.
6225 Sunset Bl. 12th Floor
Hollywood, CA 90028
(213) 977-8600
Horas de Operacion: 8 a.m. – 6 p.m. Lun. – Vie.

DESPUES DE LAS HORAS: (213) 977-8600
Por favor oprima el #2 para poder conectarlo con un coordinador despues de las horas de operacion

Compania de Produccion

Gerente de Produccion/Gerente Local

Telefono/localizador

PROFAVOR LEA ANTES DE RESPONDER: Esta encuesta no es una peticion para la aprobacion de actividades de filmacion; es una oportunidad para hacerle saber a FilmL.A., Inc. su interes con respeto a la filmacion. La Actividad de filmacion en areas residenciales se permite normalmente solamente entre las horas de 7 A.M. Y 10 P.M. de lunes a viernes. Para extender el tiempo antes y/o despues de estas horas, para filmar los fines de semana o en un sitio por mas de cuatro o cinco dias consecutivos, hacemos esta encuesta en la comunidad afectada. La encuesta es usada por FilmL.A., Inc., en evaluando los intereses de la comunidad acerca la propuesta filmacion.

<input type="checkbox"/>	NO TENGO PREOCUPACION acerca de la propuesta actividad.
<input type="checkbox"/>	MI PREOCUPACION acerca de la propuesta filmacion es: _____ _____
<input checked="" type="checkbox"/>	NO TENGO PREOCUPACIONES pero prefiero no firmar mi nombre.

En edificios de múltiple unidades, los gerentes pueden firmar
Nombre (residente)

Domicilio telefono (opcional)

En nombre de los inquilinos como sigue:
Numero total de unidades en edificio _____
Firmado para _____ domicilios

Yo como gerente de este edificio, he notificado a todos los inquilinos y no se de ninguan objecion a la actividad de filmacion propuesta. Yo firmo por los inquilinos.

Gerente Domicilio