



REFUND REQUEST FORM

Effective: 06/07/16

Request form must be submitted to FilmL.A. Inc. within 90 days of completion of permitted activities. Incomplete or illegible forms will delay processing. A Refund Request Form is not required for the return of a School Security Deposit.

Permit / Rider Number: _____

Production Company: _____

Production Title: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

NOTE: Refund request covers one permit and its associated riders.

.....Where should we mail the refund, if different from above?.....
Address: _____
City, State, Zip: _____
Phone Number: _____

Your Title: _____

E-mail: _____

Print Name: _____

Signature: _____ Date: _____

Signer's name must appear on permit

Thank you for submitting your refund request. You will receive your refund, if any, within 30 days from the date FilmL.A., Inc. receives all of the final charges on this permit and its related riders from Permit Authority(ies). As noted in the General Terms, Conditions and Restrictions of your permit: permit application, permit rider and other processing fees are **non-refundable**.

Please send any inquiries regarding the refund to refunds@filmla.com

Brief description of why a refund is due:

For Film L.A. Inc. use only
(DO NOT WRITE IN THIS AREA)

Partial refund
(see attached documentation)

Accounts receivable unpaid invoices to be deducted

Invoice #: _____ Amount: _____
Permit #: _____ Date: _____

Refund approved by:

Amount to be refunded: _____ **Date:** _____

COMPLETED FORMS MAY BE MAILED, FAXED OR EMAILED TO REFUNDS@FILMLA.COM