



GUIDELINES FOR CONDUCTING FILMING SURVEYS

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Office Hours: Mon-Fri 8 AM - 6 PM

Prior to a film permit being issued, certain types of production activity may require a Community Filming Survey, designed to demonstrate that affected residents/businesses have been individually contacted, informed of the requested production activity, and given an opportunity to share their concerns (if any) with FilmLA and production representatives.

Although FilmLA is not able to assist filmmakers in collecting survey responses, surveys must be conducted using FilmLA approved forms, and a blank form template is provided for this purpose.

The top portion (starting with "Production Company" info and ending with "Production Representative Contact" info) of the attached Filming Survey form should be thoroughly completed and submitted to FilmLA for review and approval prior to use in the community. Along with approval of your form, FilmLA will specify the survey radius to use in your survey canvass.

THE SURVEY CANVASS

Once the survey form is approved by FilmLA, enough physical copies should be made to provide all residents/business representatives with two of the surveys: one for comment & submission to FilmLA and one for the resident/business representative to keep for future reference. Two copies should also be left at residences or businesses, in the event that no one is available to be surveyed in-person. A brief note, planning for retrieval of the survey form, should be left with the surveys.

Generally, survey responses will need to be obtained from all residences or businesses within 300 feet of filming activities and/or within 200 feet of equipment parking or street closures. In areas where Special Conditions exist, survey requirements will be based on the terms outlined there. Exceptional filming activity (i.e., gunfire, bullet hits, fire effects, explosions, car crashes, helicopter scenes, high impact lighting, etc.) may require surveys from an extended area. The extent of the area to be surveyed will be determined by FilmLA based on the anticipated impact of your proposed filming activities.

While going door-to-door as part of the survey canvass, survey-takers are obligated to respect private property and the privacy and personal safety needs of others. Knowing that survey takers are the first production representatives neighbors will meet before the film shoot, we ask everyone to:

1. Carry identification showing affiliation with the upcoming production.
2. Conduct the survey canvass during daylight hours, if possible.
3. Honor "no soliciting" and "no trespassing" signs.
4. Do not seek to enter private homes.
5. Leave the premises immediately if asked.
6. Maintain a respectful distance when conversing with residents and business representatives.

Affected residents/business representatives should be directed to complete the bottom left portion of the survey form and include their phone number. Individuals who are hesitant to include their phone number should be told that it is not mandatory; this is used only for survey verification by FilmLA.

Apartment managers may sign on behalf of their tenants, and should do so in the designated area at the bottom right corner of the form.

SHARING SURVEY RESULTS

When you are ready to submit your completed survey forms, you must also supply for review a detailed map (hand drawn is OK), depicting the streets and residences/businesses included in the survey canvass.

Each address on the map should include a note indicating whether the resident, building manager or business representative had concerns, had no concerns, was unavailable, etc. Other notations to explain lack of response (such as vacation, vacant, refused contact, etc.) are especially helpful in the evaluation process.

! Completed surveys and the required map must be submitted to FilmLA BY 12PM ON THE DAY PRIOR TO FILMING ACTIVITY. Failure to meet this requirement may result in adjustment to the scope of the permitted activity or non-issuance of the permit.

FilmLA will evaluate the surveys and map to gauge concerns and support with respect to the proposed activities. Additional consideration is given to residents or businesses near the filming activities and mitigating their concerns will be crucial for finalization of the permit.

