

Dear Resident,

We are planning to film scenes of _____ at _____
(project title) *(filming address)*

Proposed date(s): _____ Hours: from _____ am _____ pm to: _____ am _____ pm

Description of scenes and parking: _____

We have applied for the necessary permit and maintain all legally required liability insurance. If a permit is granted, all personnel required to ensure public safety will be on location. We agree to abide by all City filming rules and any specific guidelines applicable to your neighborhood.

We will make every effort not to disturb you and will not arrive earlier or vacate the neighborhood later than the specified time. Thank you, in advance, for your cooperation and hospitality while we are filming in your neighborhood.

If you have any questions or concerns regarding this request, please contact us at the production office or by cell phone. Please don't hesitate to call.

You may also contact:

City of Albuquerque Film Office
1 Civic Plaza, room 11110
Albuquerque, NM 87102

Ann Lerner - Film Liaison
505-768-3283 (office)
505-401-8761 (cell)

Production company

Production office phone number

Location Manager

<input type="checkbox"/>	I HAVE NO CONCERNS regarding the proposed activities.
<input type="checkbox"/>	MY CONCERNS regarding the proposed filming activities are: _____ _____ _____
<input type="checkbox"/>	I HAVE NO CONCERNS but prefer not to sign my name

Signature

Print name

Address

Phone (optional - for verification purposes only)

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

Total # of tenants in the building: _____

Addresses signed for: _____

I, as manager of the above building, have notified all of the tenants and know of no substantial objection to the proposed filming activity. I am signing on the tenants behalf.

Manager Address