Pasadena Film Office
175 N. Garfield Ave
Pasadena CA 91101
626-744-3964
filmoffice@cityofpasadena.net

Pasadena Film Office Hours
M - Th: 8am - 5pm
F: 8am - 4pm (Closed every other Friday)
Please Note: A minimum of 5 business days is required to process Film Permit Applications.
Visit: ***http://filmpasadena.com***

FILM FACTS SHEET

Filming in Residential Area:	Residential properties are allowed 6 days of filming per quarter. Prep and Strike days do not count towards film days. **Hours: 7AM–7PM (Monday–Sunday):** Signatures are required from properties where posting / parking is taking place. **Hours: 7AM–10PM (Monday–Sunday):** 51% signatures are required within 300 feet of the location (both sides of the street), plus any additional requested posting / parking. **Hours before 7AM or after 10PM (Sunday–Thursday):** 90% signatures are required within 300 feet of the location (both sides of the street), plus any additional requested posting / parking, except for the areas listed in the Filming Guidelines which remain at 100% or those areas that fall under the Frequently Filmed Guidelines. **Hours before 7AM or after 10PM (Friday and Saturday):** 75% signatures are required from the property owners or tenants within 300 feet of the location (both sides of the street), plus any additional requested posting / parking, except for the areas listed in the Filming Guidelines which remain at 100% or those areas that fall under the Frequently Filmed Guidelines. **Residential Areas with Home Owner / Neighborhood Associations:** Production companies are encouraged to contact these associations. A donation may be requested, but is not required by the City. Notifying the Association is not a condition of obtaining a film permit.
Filming in Commercial Area:	Commercial properties are allowed 15 days of filming per quarter. Prep and strike days do not count towards filming days. **Hours:** There are no time restrictions or additional signatures for late hours required in commercial areas.

Filming in Commercial Area:	Signatures are required from all property owners or tenants who are directly impacted by the filming activity; (i.e. posting, parking, having equipment in front of their storefront.) The "Sandwich" rule applies in all commercial areas: If a business does not sign for approval, the company cannot "sandwich" the business by parking trucks on both sides of the business that did not sign. The company may only park in one direction from the business that didn't sign.
Still Photography:	Notification is not required for still photography as long as it takes place 7AM-7PM, and parking directly in front of the location only.
Posting/Parking:	Signatures are required for posting / parking at all times. Per the Fire Department: Minimum of 20' clearance for emergency vehicle access is required at all times. • Streets less than 28' wide cannot accommodate production vehicles. • Streets between 28' and 35' wide must be posted on both sides to allow emergency access (one side for trucks, opposite for clearance). • Streets wider than 35' may be parked without posting the opposite side.
Intermittent Traffic Control:	A minimum of 51% signatures are required from officer to officer.
Closures:	100% signatures are required from properties within closure.
Compensation Agreements:	All compensation agreements between production, residents, and merchants, are considered private agreements. The City as a government agency does not get involved in such agreements.