



**City of Newport Beach  
Revenue Division  
FILM NOTIFICATION**

Dear Merchant or Resident,

DATE: \_\_\_\_\_

We are in the process of applying for a Newport Beach film permit. Listed below is the proposed filming activity. The City of Newport Beach has required us to distribute this courtesy notification at least 48 hours prior to any filming activity. Please let us know if you have any special concerns.

If the film permit is approved, we will abide by all City filming rules, maintain all legally required insurance, and respect the welfare of the residents and neighborhoods.

Thank you in advance for your cooperation. If you have any questions, please call the numbers listed below.

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PRODUCTION COMPANY: \_\_\_\_\_

FILMING LOCATON(S): \_\_\_\_\_

FILMING DATE(S): \_\_\_\_\_

FILMING HOURS: \_\_\_\_\_

ON SITE CONTACT NAME: \_\_\_\_\_

ON SITE CONTACT PHONE: \_\_\_\_\_

TOTAL VEHICLES AT SITE LOCATION: \_\_\_\_\_

CREW PARKING LOCATION: \_\_\_\_\_

MEDIA TYPE: \_\_\_\_\_

BRIEF DESCRIPTION OF SCENE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Should you wish to discuss this proposed permit with a City staff member, please contact:

Susan Seviane  
License Inspector  
949-644-3141  
[sseviane@newportbeachca.gov](mailto:sseviane@newportbeachca.gov)

Monique Navarrete  
License Supervisor  
949-644-3141  
[mnavarrete@newportbeachca.gov](mailto:mnavarrete@newportbeachca.gov)