

# CITY OF AZUSA

## FILMING REQUIREMENTS

The following is a list of requirements needed when obtaining a filming permit in the city:

- Certificate of insurance in the amount of \$1,000,000 (one million dollars)
- Approval from the Azusa Police Department if there will be a need for traffic/crowd control or if explosives/pyrotechnics will be involved - contact the Day Lieutenant at (626) 812-3200
- Approval from the Streets Division if there will be a need for posting of no parking signs - contact Public Works at (626) 812-5254  
(No parking signs must be posted 72 hours in advance.)
- Approval from the Los Angeles County Fire Department - contact Film Unit at (818) 364-8242 Email: PSFU@fire.lacounty.gov
- Site Inspection by the Building Division (fee for service charged) - call (626) 812-5234
- Letter of Consent from owner of property where filming will occur.

General questions may be addressed to Betty Gallardo at (626) 812-5249 or [bgallardo@ci.azusa.ca.us](mailto:bgallardo@ci.azusa.ca.us). Our office hours are 7:00 AM to 5:30 PM Monday through Thursday and we are closed every Friday.

The Fax number for the Business License Division is 626-334-5464.