



**APPLICATION FOR DOMESTIC TV / MOVIE FILMING AND EXIT PERMIT**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Name of Homeowner: \_\_\_\_\_ Filming Site : \_\_\_\_\_

No. of vehicles entering LGV: \_\_\_\_\_ 4 wheels \_\_\_\_\_ 6 wheels

Title of Film: \_\_\_\_\_

Type of Film (Please check):  Movie  TV Series  Sitcom  Commercial  
 Small media filming

Date/s of Filming: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

**I. CONDITIONS COVERING THE ISSUANCE OF THIS PERMIT:**

1. The voice scripts and visuals of the TV/Movie film should **not** be **immoral or indecent**.
2. **The Homeowner (venue owner) should first secure a permit or concurrence from the LGVHAI for them to proceed with the arrangement with Filming Company.**
3. **The Filming Company and Homeowner (venue owner) shall abide with the security, noise, waste disposal, time/period, and, physical arrangements provided for under the LGVHAI Guidelines.**
4. **The Homeowner (venue owner) is also liable to any disruption or violation of the Homeowners Guidelines with regards to the film crew's actions/behavior before-during-and after filming (which includes ensuring that all waste generated by the film crew is properly disposed).**
5. **NO Filming Company or Resident (venue owner) will be allowed to ask any neighbors' consent for filming. The LGV Office will be the one to ask the immediate neighbors consent/approval for filming activity (i.e. a neighbor in front of the venue; adjacent neighbor (both sides) and neighbors at the back). We will only allow filming if the immediate neighbors give their voluntary approval. Thus, Filming Company should apply at least five (5) days prior to the filming schedule.**
6. Film shooting/s must **not disturb** the **peace and tranquility** of the **immediate neighborhood** including those who did not sign this application.
7. The surrounding premises of the filming location must be cleared of all debris prior to departure, as verified and supervised by the security guard/s on duty and attested to by the OIC/SIC of the day. A security clearance to this effect must be secured to serve as an **exit permit**. Applicant must post a cash bond of **P20,000** – to be released only upon issuance of clearance by both the Maintenance & Security Committees as provided here-in.
8. Any violation committed by the filming company and any of its crew as documented by the Maintenance & Security Committees or by another homeowner will be subject to **penalty** deductable from the cash bond.
9. **Unacceptable behavior** of the TV / Movie filming crew & helpers will be sufficient ground for the **temporary banning** or **permanent prohibition** of the TV/Movie Company from engaging in any future filming activity in the subdivision.
10. **Loitering is strictly prohibited.** The TV / Movie Filming Company is expected to bring in all the requirements of their crew such as hand equipments, tools, food, drinks, etc. and to avoid loitering at any time.
11. All crew members are required to wear their **company IDs at all times** while in the premises of the subdivision.
12. **Double parking is strictly prohibited.** Vehicles can park only in areas specially **designated for parking. Portalets are to be installed only on designated area as approved by the LGVHAI Office.**
13. All Movie/TV filming vehicles are required to abide by the Rules on Toll Fees and to pay the required **toll fees** of **P70 per vehicle wheel. NO Ten wheeler trucks.**
14. All company personnel and Movie/TV talents must abide by all the Rules and Regulations of LGVHAI, particularly on safety, order, security, cleanliness and proper behavior.

15. **An initial none refundable fee of P20,000 for the first 10 hours** of TV/Movie filming **for 1 day shooting activity only** and/or **P15,000 for the first 10 hours** of TV/Movie filming **for series of shooting activity per day** (minimum of 5 taping days) to be paid **prior** for entry into the subdivision. An **additional fee of P5,000 per hour** shall also be paid **for every succeeding hour or fraction thereof after the first 10 hours, provided the activity ends on or before 10:00 P.M. Filming activity is strictly up to 10:00 P.M. only.** Both Tumana and White gates along Katipunan Extension will be closed to vehicular and pedestrian traffic at Nine in the evening (9:00 p.m.) up to five in the morning (5:00 a.m.) the next day. The TV/Movie filming crew may however, **after written approval of any extension** by authorized LGVHAI Officers, take the **Mangyan Road exit, a private road, after 10:00 p.m.** subject to the Rules and Regulations of La Vista, not LGVHAI.
16. **For a small media shooting/filming a none refundable fee of P5,000** for the first five(5) hours and P1,000.00 per hour thereafter will be charged.
17. A none refundable **security service fee of P2,000** will be collected **prior to entry** into the subdivision to reimburse LGVHAI for the cost of the motorized roving patrol.
18. **All payments** should be made **only at the LGVHAI office during office hours (8:30 a.m. to 5:30 p.m. daily except Sundays and Holidays).** **Security guards are not authorized to accept any cash payment** for and on behalf of the LGVHAI. They are however mandated to render written reports on violations, abusive behavior and on the filming activity's time of ingress and egress.
19. As a general rule, **filming is not allowed on Sundays/Holidays and beyond 10:00 p.m on weekdays.**
20. This permit will be **valid for only one (1) day and for only one (1) location shooting per identified homeowner's residence** as indicated on the sketch plan, duly approved.

**II. FINES AND PENALTIES:**

**MINOR VIOLATIONS**

- |                          |                                |
|--------------------------|--------------------------------|
| 1. Undesirable behavior  | P 1,500.00 per person          |
| 2. Obstructing Traffic   | 5,000.00 per vehicle or person |
| 3. Parking on both sides | 5,000.00 per vehicle or person |
| 4. Disturbance of peace  | 5,000.00 per vehicle or person |

**MAJOR VIOLATIONS (Forfeiture of deposit):**

1. Going **beyond** the approved time limit of **10:00 P.M.**
2. **Written complaints** from a minimum of one **(1) neighbor** including those who previously consented to the filming.
3. **Dirty premises** after filming activity.
4. **Other major violations as may be determined by LGVHAI.**

**APPLICANT'S SIGNATURE:**

**HOMEOWNER'S SIGNATURE:**

\_\_\_\_\_  
Authorized signatories for TV/Filming Company

\_\_\_\_\_  
Name and Signature of Resident Homeowner (Filming Venue)

**III. VOLUNTARY APPROVALS AND CONFORMITIES OF IMMEDIATE NEIGHBORS:**

(To be accomplished by LGV Office)

- |  |  |  |
|--|--|--|
| <b>In front of venue</b>               | <b>Left side of venue</b>              | <b>Right side of venue</b>             |
| 1. _____<br>(Printed name and address) | 2. _____<br>(Printed name and address) | 3. _____<br>(Printed name and address) |
| <b>Other adjacent neighbor</b>         | <b>Other adjacent neighbor</b>         | <b>Back side of venue</b>              |
| 4. _____<br>(Printed name and address) | 5. _____<br>(Printed name and address) | 6. _____<br>(Printed name and address) |

**IV. APPROVAL AND CONFORMITY OF ASSOCIATION:**

Fee(s )Collected: \_\_\_\_\_

O.R. No. \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
*President*

\_\_\_\_\_  
LGVHAI Cashier

**V. CLEARANCE AND EXIT PERMIT:**

(To be accomplished by Security after filming activity)

**Checked by:**

**Attested by:**

\_\_\_\_\_  
Security Guard on duty

\_\_\_\_\_  
Officer-in-Charge (OIC) / Security-in-Charge (SIC)

**VI. SKETCH OF FILMING LOCATION:**

**APPLICATION FOR FILMING BOND REFUND**

Production Company : \_\_\_\_\_ Tel: \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Filming Location : \_\_\_\_\_  
Filming Schedule : \_\_\_\_\_

Sir/Madam:

I hereby apply for the release of the filming bond amounting to P\_\_\_\_\_ with O.R No.\_\_\_\_\_  
(see attached official receipt (original)). Please make the check payable to

\_\_\_\_\_.

\_\_\_\_\_  
Applicant (Authorized Signatory)

**CLEARANCE FOR BOND REFUND**  
(To be accomplished after film shooting activities)

\_\_\_\_\_  
Name and Signature of  
Homeowner (House venue)

\_\_\_\_\_  
Chairman, Security Committee or Security  
in-Charge or Duly Authorized Officer

**With our approval and conformity:**  
Name/s and Signature/s of Immediate Neighbors

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
(Printed name and address) (Printed name and address) (Printed name and address)

4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
(Printed name and address) (Printed name and address) (Printed name and address)

7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_  
(Printed name and address) (Printed name and address) (Printed name and address)

**ENDORSED FOR APPROVAL:**

**APPROVED BY:**

\_\_\_\_\_  
Chairman/Vice Chairman Maintenance Committee LGVHAI President/Vice President/Treasurer