



FILM PERMIT APPLICATION GUIDELINES

710 Pier Avenue • Hermosa Beach, CA 90254 • 310.318.0280 • Fax: 310.372.4333

The City of Hermosa Beach welcomes businesses and individuals that wish to engage in commercial filming, videotaping or still photography. Film permits are required for all commercial filming activity on public or private property within City boundaries. Students enrolled in community college, university or trade schools filming for non-commercial and educational purposes may be exempt from some fees but are still required to obtain permits. The guidelines and regulations contained herein apply to all filming activity. Conditions may be attached to individual permit based on impact.

General hours of filming in Hermosa Beach are Monday-Friday 7am to 10pm except holidays. Filming activity is generally restricted on weekends and holidays per the authority of the Community Resources Department. No filming is permitted in the downtown area during the set-up, implementation or tear down of any permitted City Special Event. A list of special events is available in the Community Resources office by request or at www.hermosabch.org. The City reserves the right to deny an application for filming to mitigate neighborhood fatigue in frequently filmed area.

We appreciate your interest in filming in Hermosa Beach. In order to process your film permit request we require the following documents or information. All necessary forms may be found in the Film Permit Application Packet or online at www.hermosabch.org.

Required Documents for Initial Application Review:

- Film Permit Application
- Call Sheet or On-Site Timeline
- Non-Refundable Application Fee
 - Payable with the attached credit card authorization form, cash or check.

Additional Documents required for Permit Processing:

- Insurance Certificate
- Business License Application
- 500' Radius Notification Form
- Parking Plan for locations listed on the Hermosa Beach Parking Map

Supplemental & Situation Specific Documents:

- Private Property Use Form
- Amplified Sound Permit
- Special Effects Application

Additional Information

- Film permits are issued by the Community Resources Department in the Community Center at 710 Pier Avenue, Hermosa Beach, CA 90254. Office hours are Monday-Thursday 7:00 AM-6:00 PM.
- Once a complete application, attachments and application fee are received in the Community Resources Office, all documents will be reviewed and the film company will be notified if the application is approved.
- The Department of Community Resources shall have the final authority to approve or deny each film request. Upon approval of the permit, the Department of Community Resources shall expedite all arrangements between the film company and the various City departments.
- All non-permitted filming in the City of Hermosa Beach on private property or public will be subject to immediate police escort out of the City, a fine, and a suspension of future filming in the City for a minimum of six (6) months.

Please submit all necessary documentation to the Community Resources Department by calling 310.318.0280 or emailing hbconnect@hermosabch.org