



1. Please note that this does **NOT** replace your Notification Letter. You must still notify/paper the residents, but advise them that you will be returning for signatures.
2. Clearly indicate the Guideline number for which you are requesting an exemption, as per the City of Toronto's Filming Guidelines as listed below:

4. Notification

1. Community: The film company must provide [written advanced notice](#) to notify affected residents, occupants and businesses, in advance of filming and as instructed by the TFTDMO, of the duration and location of filming, including information about planned special effects, road and lane closures, sidewalk usage without obstructing pedestrians and the time that cones will be placed on the street to restrict parking. **Filming in residential areas for a period of 7 consecutive days or longer will not be approved unless a majority of affected residents (as determined by the TFTDMO) have given their approval (written approval where possible, name and address of homeowner/tenant, business owner noted if has no objection but does not wish to sign).** Filming involving the use of catastrophic special effects will not be approved unless a majority of affected residents (as determined by the TFTDMO) have given their approval (written approval where possible, name and address of homeowner/tenant, business owner noted if has no objection but does not wish to sign).

5. Restrictions & Limitations – Late Night – Filming after 11:00pm

Restrictions on hours/days for filming: Permits authorizing filming in areas zoned residential **between 11:00 p.m. and 7:00 a.m.** will not be approved unless all affected residents have been notified in advance. Depending on the potential impact on the area, a majority of affected residents (as determined by the TFTDMO) will have to give their approval (written approval where possible, name and address of homeowner/tenant, business owner noted if has no objection but does not wish to sign) for filming to occur in these circumstances.

6. Limitations – Usage – Film more than 2 times per calendar year

Location filming in areas zoned residential will be limited to **2 occasions per year** for each residential block unless approval of a majority of affected residents (as determined by the TFTDMO) (written approval where possible, name and address of homeowner/tenant noted if has no objection but does not wish to sign) is given for additional occurrences and all notification procedures are followed to the satisfaction of the TFTDMO. The amount of filming in other areas may also be limited as determined by the TFTDMO in consultation with Ward Councillor(s).

3. Photocopy your letter onto the form provided and obtain signatures, as required by our Filming Guidelines.

If you have any questions, please feel free to contact our office at 416-338-3456 or the film officer looking after your permit.

BEST PRODUCTIONS INC

BEST PRODUCTIONS INC

123 ANY STREET, TORONTO, ON A1B 2C3 TEL: (416) 555-1234 FAX: (416) 555-4321

December 20th, 2014

Dear Residents and Businesses in the vicinity of 52 Deforest Road:

Best Productions Inc. is pleased to be filming exterior scenes for the Television Series entitled "Best Show Ever" at 52 Deforest Road, **on Monday, January 5th, 2015.**

"Best Show Ever" is a prime-time soap opera that follows the trials and tribulations of two rival families set in New York City and stars Mickey Mouse.

For any displaced permit parkers, we have made arrangements for a parking lot on the east side of Lavina Avenue, just south of Deforest Road. If this lot is not convenient for you, please contact myself, Joe Smith at 416-555-1111, or John Taylor at 416-555-2222.

Our filming will begin at approximately 8:00am for an exterior shot at the entranceway of 52 Deforest Road and continue inside until approximately 3:00am.

- ☐ Our trucks will be parked on the north side of Deforest Road from Beresford Avenue to Windemere Avenue. We will be coning as of 6:00pm the night before and will leave at 8:00am on January 6th, 2015
- ☐ Overflow production vehicles will be parked on the east or west side of Lavina Avenue from Morningside Avenue to Deforest Road, coning as of 6:00pm the night before and will leave at 8:00am on January 6th, 2015

Pursuant to the City of Toronto's Filming Guidelines, we are requesting an exemption to **Guideline # 5 - Restrictions and Limitations**, and by signing below, you are acknowledging receipt of this letter. We will be making another attempt to obtain your signature on December 21st, 23rd and 28th. If we are unable to get your signature in person, please be so kind as to sign below, leave this in your mailbox, in the envelope provided and we will retrieve it at a later time.

If you have any questions or concerns, please feel free to contact anyone from the locations department at our production office (416-555-1234), or the Toronto Film and Television Office at, 416-338-3456.

Thank you for your co-operation in this matter and for helping support Toronto's film and entertainment industry.

Sincerely,

Joe Smith

Joe Smith
Location Manager
416-555-1111

John Taylor

John Taylor
Assistant Location Manager
416-555-2222

To be completed by homeowner/resident

I, _____, homeowner / resident _____

Name **Circle One** **Address**

received and read the notification, as above, dated: _____ and I have:

☐ No Objection - Signature Provided x _____

☐ No Objection but **Do Not Wish to Sign** ☐ **An Objection to the filming (reason):** _____

☐ Vacant/Under Construction/For Sale ☐ Does Not Speak English ☐ Other _____

The personal information on this form is collected under the legal authority of the City of Toronto Act, S.O. 2006, Chapter 11. Schedule A, s. 136(c) and City of Toronto Municipal Code, Chapter 459, Filming. The information is used to obtain consent for filming to process location film permit applications and aggregate statistical reporting. Questions about this collection can be directed to the Manager, Toronto Film, Television & Digital Media Office, Film & Entertainment Industries, Economic Development & Culture, Toronto City Hall, 100 Queen Street West, Main Floor, Toronto ON M5H 2N2 or by telephone at 416-338-FILM (3456).