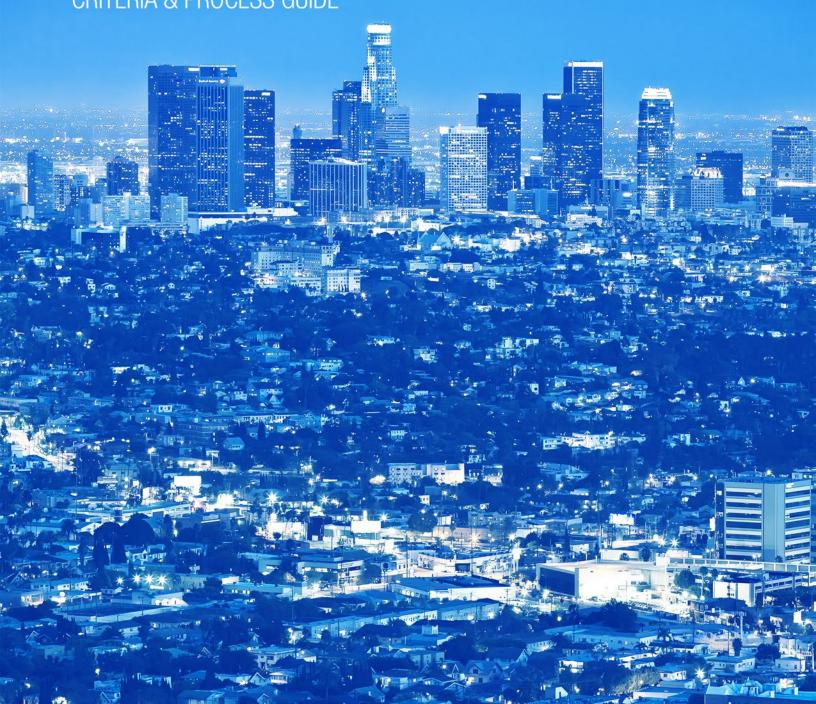
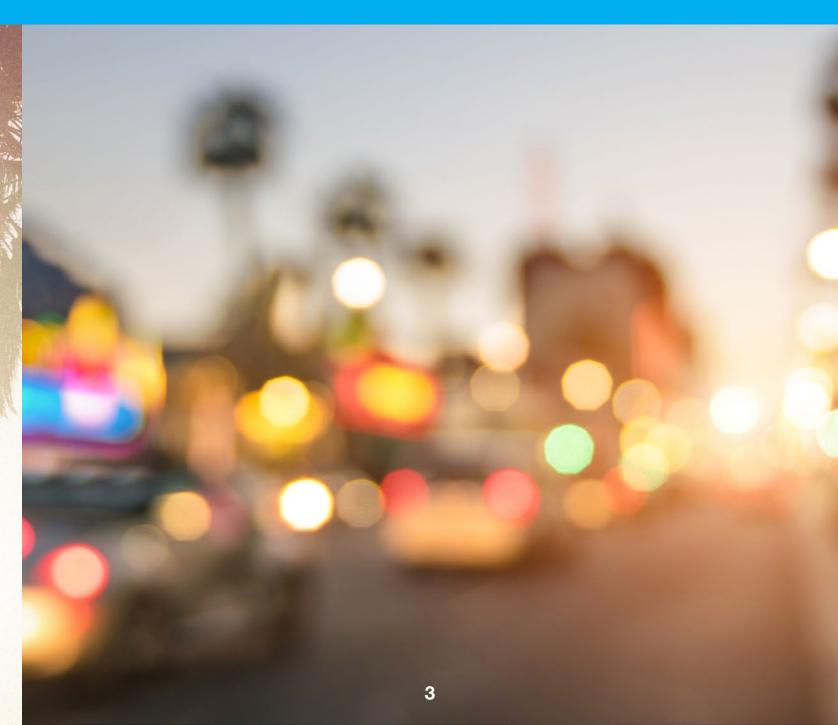


DIGITAL MAKERS' INITIATIVE PILOT PROGRAM CRITERIA & PROCESS GUIDE



DIGITAL MAKERS' INITIATIVE TABLE OF CONTENTS

PILOT PROGRAM CRITERIA



DIGITAL MAKERS' INITIATIVE

PILOT PROGRAM CRITERIA

Purpose: Create a film permit initiative that provides seamless and affordable access for an emergent group of filmmakers who have little or no impact on the community while filming on-location in the City of Los Angeles.

DMI Pilot Program Participants: Buzzfeed, CollegeHumor, Fullscreen, Funny Or Die, mitu, 72andSunny, and Tastemade

Program Duration: October 2, 2017 through June 30, 2018.

GENERAL CRITERIA:

- A. Filming activity must be within the City of Los Angeles.
- B. DMI Permit Holder MUST be present during all filming activity.
- C. DMI Permit must be in physical possession of DMI Permit Holder during filming.
- D. Filming hours limited to normal filming hours; absolutely no extensions:

Monday - Friday, 7am-10pm

Saturday - Sunday, 9am-10pm

- E. Cast and crew are limited to no more than:
 - 15 people for interior filming only with filming duration subject to normal filming hours
 - 6 people for exterior filming for a maximum filming time of 6 hours
- F. Only hand-held equipment and only one tripod permitted.

LOCATION CRITERIA:

- A. Locations must be cleared before added to a DMI permit.
- B. Each DMI Permit Holder may submit up to 10 locations per day.
- C. There is a 5 consecutive day filming limit on every cleared location.
- D. To clear locations, DMI Permit Holder must submit location requests as follows:
 - By 3pm the day before filming that will occur Tuesdays-Fridays;
 - By 3pm on Thursday for filming that will occur Saturdays-Mondays
 - Deadlines may vary based on holiday schedules. Applicants will be notified.

These required timeframes are necessary for FilmL.A. to be able to produce daily Shoot Sheets by 5pm the day prior to filming as required by LAPD and LAFD.

- E. Permit Holder will receive final list of conflict-free locations at 5pm the day before requested film date.
- F. Prior to filming, DMI Permit Holder shall obtain advance permission from residents and business owners to film in public areas in front of their respective locations.
- G. No grids permitted.

STREET CONDITIONS & PARKING

- A. The DMI Permit Holder must work with street conditions as they exist.
- B. No special parking provisions are allowed; all vehicles must be legally parked.
- C. Limit of two (2) vehicles: Personal and/or Cargo/Passenger Vans, no Cube Trucks or Stake Beds
- D. All vehicles must be parked on property or legally parked in the area of filming.
- E. Pedestrian and vehicular traffic cannot be altered.
- F. Street and lane closures are prohibited.

PROHIBITED LOCATIONS

- A. Locations where other productions have permits to film.
- B. Locations with previously scheduled event.
- C. Special Conditions areas. (current list is available on FilmL.A.'s website)
- D. FilmL.A. "Hot Spots" or Areas the Permit Authority (LAPD) designates as "No Filming."
- E. Schools, churches or other institutions that require LAFD walkthrough.
- F. Existing construction or maintenance projects (i.e. field refurbishment or replanting).
- G. Government-owned properties, including Metro properties.
- H. Recreation and Parks (RAP) Special Facilities and/or Golf Courses. RAP open space properties are allowed but all policies must be followed. **See RAP section on the following page.**

PROHIBITED ACTIVITIES

- A. No exceptional activity that will require City personnel supervision (e.g. special effects, gunfire, brandishing a fake weapon, impersonating officers, lane closures, UAS/helicopter, etc.) List to be provided to Participants.
- B. No activity requiring FilmL.A. to distribute Notices of Filming.
- C. No activity requiring oversight by FilmL.A. Monitors.

LAPD REQUIREMENTS

- A. LAPD, as the Permit Authority will issue each 3-month permit, and may conduct spot checks on DMI film shoots to ensure program compliance.
- B. DMI Permit(s) will be revoked by LAPD for violation of any program requirements and conditions. DMI Permit Holders are subject to being removed from the DMI Pilot Program for violations as determined by LAPD.

UPDATED: 1/24/18

LAFD REQUIREMENTS:

- A. No use of propane heaters.
- B. No smoke machines.
- C. No causing the alarm system to be in test mode or bypassed.
- D. No smoking.
- E. No grilling at interior filming locations located in the Brush Areas
- F. No grilling at interior filming locations that involve Minors.
- G. Activities requiring a 315-special permit are prohibited
- H. LAFD may conduct spot checks as deemed necessary.

RECREATION AND PARKS (RAP) REQUIREMENTS

- A. Park locations must first be cleared directly with the Recreation and Parks' Park Film Office by 12pm the day before filming that will occur on Tuesday Fridays and 12pm Thursday for filming that will occur Saturday Monday, before submitting location request.
- B. No alterations to landscape or removal and replacement of signs, park benches or fencing on RAP property
- C. DMI Permit Holders will yield priority to permitted production if a conflict arises.
- D. Recreation and Parks limited to RAP hours only
- E. No nudity is allowed on RAP property.
- F. Please contact the Park Film Office Representatives, at their main line (323) 644-6220.

As a secondary contact method, their e-mails are:

Nicole Robottom: <u>Nicole.Robottom@lacity.org</u>

Paul Nassaney: Paul.Nassaney@lacity.org

Christina Woods: Christina.Woods@lacity.org



GENERAL PROCESS GUIDE



DIGITAL MAKERS' INITIATIVE

PROCESS GUIDE

I. Before you apply for your DMI Permit please remember the following:

- DMI Permit Applicant must have completed DMI Training on September 28, 2017 in order to apply for a DMI Permit.
- 2. Limit of Six (6) DMI Permit Holders per Pilot Program Participant Company.
- 3. Before Applying for your DMI Permit first check with your internal Company DMI Program Coordinator to ensure that your Company has:
 - a. Insurance verified and approved on file with FilmL.A.
 - b. A credit account has been established for your Company at FilmL.A.
 - c. Companies without an established credit account will need to come into the FilmL.A. office to pay the \$250 application fee to release the permit.

II. Applying for Your DMI Permit:

1. Each permit holder must apply for a DMI Permit online at https://ops.filmla.com. If you do not already have an account with FilmL.A. you must register in order to submit locations.

2. Complete the Online Application:

- a. Type of Production: Digital Maker's Initiative (DMI)
- b. Production Title: Enter "DMI" then Space and the permit holder's first and last name. Example: DMI Bob Hope
- c. Production Company: Your Company's Corporate Name as listed on the DMI Pilot Program Criteria
- d. **Location Manager/Production Company Rep:** Name of DMI Program Participant who completed DMI Training. **Note:** This person will be the DMI Permit Holder and must be on location for all film locations throughout the 3 month duration of the DMI Permit.
- e. **Location Assistant:** If the DMI Permit Holder will have someone else emailing location submissions, this person needs to be listed here with their email and phone #.
- f. Primary Email and Phone: Email Address and Phone # for DMI Permit Holder.
- g. Secondary Email: Email Address of Location Assistant.
- h. **Add Filming Location:** Enter your Company's Corporate address as the filming location for your permit. **Note:** This is merely a default address to establish the permit. If your company's address is outside of the City of L.A. enter FilmL.A.'s address. You will submit filming locations through a separate web application.

Refer also to Section III. below for specific instructions on how to submit locations.

- 3. Once you submit your completed application, an email confirmation will be sent to the permit holder. When your permit is ready, the DMI Coordinator will email you with options for pick-up in person, e-Delivery or download.
- 4. Your DMI Permit will include the following documents that must be in the possession of the DMI Permit Holder at all times, while filming on location:
 - a. DMI Pilot Program Criteria
 - b. Additional Standard Filming Condition Requirements
 - c. Filmmakers' Code of Professional Responsibility

III. Location Conflict Checks:

- 1. Locations cannot be submitted until you have your finalized DMI Permit in your possession.
- 2. DMI Permit Holder can submit up to 10 locations per day.
- 3. In order to clear locations, DMI Permit Holder must enter all locations at https://dmi.filmla.com
- 4. Locations must be submitted by:
 - i. 3pm the day before filming that will occur on Tuesdays-Fridays;
 - ii. 3pm on Thursday for filming that will occur on Saturdays-Mondays

Deadlines may vary based on holiday schedules. DMI Permit Holders will be notified.

5. Recreation and Parks Conflict Check

i. Park locations must first be cleared directly with the Recreation and Parks' Park Film Office by 12pm the day before filming that will occur on Tuesday - Fridays and 12pm Thursday for filming that will occur Saturday - Monday, before submitting location request. Please contact the Park Film Office Representatives main line at (323) 644-6220. As a secondary contact method, their e-mails are:

Nicole Robottom: Nicole.Robottom@lacity.org
Paul Nassaney: Paul.Nassaney@lacity.org
Christina Woods: Christina.Woods@lacity.org

6. Locations will be checked for conflicts by FilmL.A. for ONLY the following:

- i. Outside of City of L.A.
- ii. Special Conditions Areas (refer to final pages of this guide for a corresponding list)
- iii. Hot Zones
- iv. Previously Permitted Activity
- v. Exceeding 10 Locations (Exceeding 5 consecutive days at a location)

All Prohibited Locations listed in the DMI Program Criteria and not listed above are the responsibility of the DMI Permit Holder to be aware of and not conduct any filming activities on or within 500 feet of such locations.

7. Once you receive your FINAL locations email, that list of locations must be kept with the DMI Permit for the dates specified.

REMINDER: The DMI Pilot Program will run for three 3-month periods as follows:

Phase 1: 10/02/17 to 12/31/17

Phase 2: 01/01/18 to 04/01/18

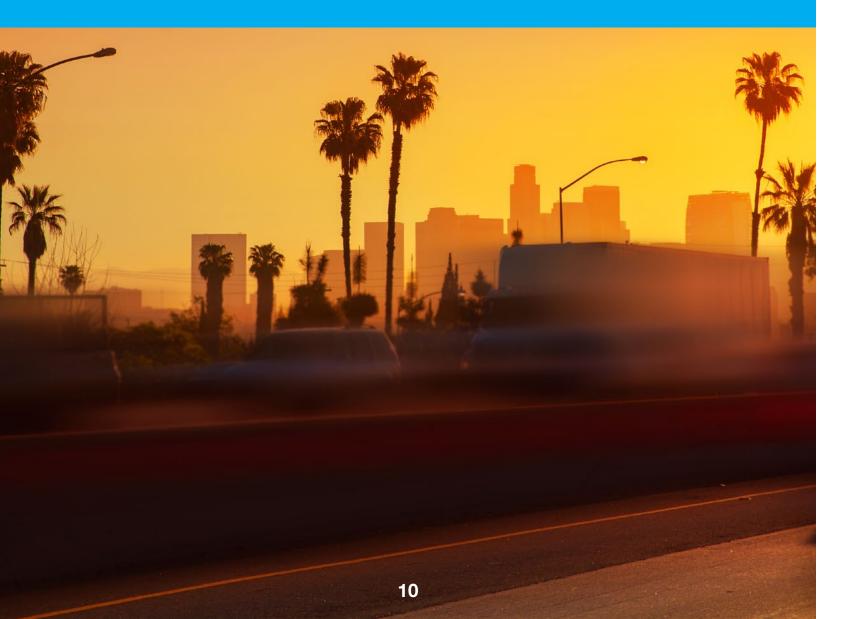
Phase 3: 04/02/18 to 06/30/18

At the beginning of each Phase you must apply and pay for a new DMI Permit.

Require assistance or have questions? Email our DMI Coordinator at DMIPilot@filmla.com or call our mainline (213) 977-8600 and ask for the DMI Coordinator.



LOCATION SUBMISSION USER GUIDE



HOW TO SUBMIT LOCATIONS FOR A CONFLICT CHECK

Note: You must have your permit number before you submit your locations

VERIFY LOCATION ADDRESS

- Navigate to http://dmi.filmla.com
 Enter permit number

DIGITAL MAKERS INITIATIVE

Fill out the form below to receive a pre-formatted request that can be emailed to your FilmL.A. coordinator for expedited processing. Permit Number Please be advised you will only be able to submit filming locations once your initial permit

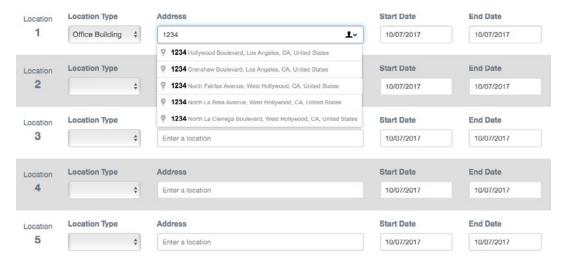
in OPS has been finalized and distributed.

3. Select 'Location Type' from drop-down field

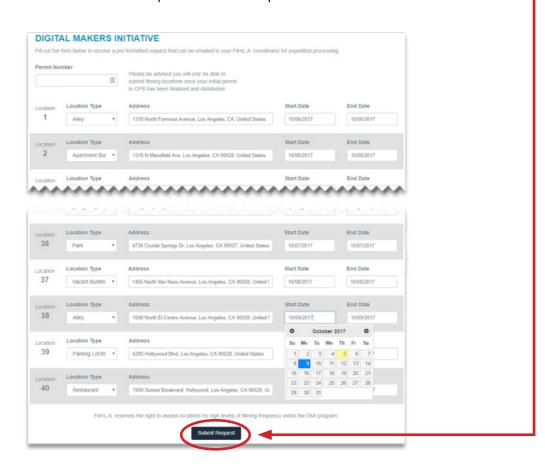
Location	Location Type Addre	99	Start Date	End Date
1	V	location	10/07/2017	10/07/2017
Location 2	Alley Apartment Building Convention/Exhibition Facility Factory Hotel Intersection	s location	Start Date 10/07/2017	End Date 10/07/2017
Location 3	Intersection Office Building Park Parking Lot/Structure Plaza Private Residence Restaurant Retail Business Roottop Shopping Center Sports/Concert Venue Storage Facility Theater Vacant Building	s location	Start Date 10/07/2017	End Date 10/07/2017
Location 4		s location	Start Date 10/07/2017	End Date 10/07/2017
Location 5		s location	Start Date 10/07/2017	End Date 10/07/2017
Location 6	Vacant Lot the Enter	a location	Start Date 10/07/2017	End Date 10/07/2017
Location	Location Type Addre	ss	Start Date	End Date
7	♦ Ente	a location	10/07/2017	10/07/2017

HOW TO SUBMIT LOCATIONS FOR A CONFLICT CHECK (CONTINUED)

- 4. Enter address or intersection into the 'Address' field
- Address field is type-to-search meaning as your enter the address, potential matches will appear to select from, if applicable.

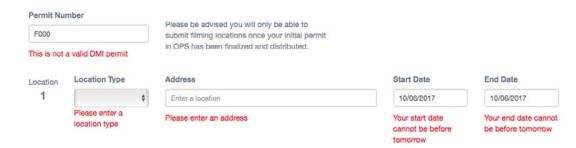


- 5. Add up to 40 locations by repeating steps 3-4
- a. Change the start and end dates as needed for each location
- b. Click the 'Submit Request' button to request the locations



FORM VALIDATION

- 6. The page will indicate if there is an invalid address which must be corrected before the file with your locations will be created
- 7. The page will indicate if an invalid DMI permit number is entered
- 8. The page will not allow a date to be entered beyond the permitting period date range



RECIEVE NOTIFICATION FOR CONFLICT CHECK

9. The permit holder will receive an email back with the locations submitted identifying locations with or without conflicts

conflict at the time of submis	ocations you've applied for and your results are listed below sion. Although a location may be identified as not having a assibility of a conflict occurring.		
Thursday, October 5, 2017			
Location Type	Address	Status	Reason (if applicable
Factory	6536 West Olympic Boulevard, Los Angeles, CA, United States	No Conflict Found	
Factory	5340 Wilshire Boulevard, Los Angeles, CA, United States	No Conflict Found	
Factory	3456 West Olympic Boulevard, Los Angeles, CA, United States	No Conflict Found	
Factory	3456 West Olympic Boulevard, Los Angeles, CA, United States	No Conflict Found	
Factory	6543 Topanga Canyon Boulevard, CA, United States	No Conflict Found	
Sports/Concert Venue	7565 Melrose Avenue, Los Angeles, CA, United States	No Conflict Found	
Rooftop	345 South Western Avenue, Los Angeles, CA, United States	No Conflict Found	
Factory	5659 West 3rd Street, Los Angeles, CA, United States	No Conflict Found	
Rooftop	6354 Van Nuys Boulevard, CA, United States	No Conflict Found	
Hotel	6458 West Olympic Boulevard, Los Angeles, CA, United States	No Conflict Found	
Intersection	12341 Sunset Boulevard, Los Angeles, CA, United States	Conflict Found	Special Condition Are
Convention/Exhibition Facility	6554 Sierra Highway, Agua Dulce, CA, United States	Conflict Found	Outside of LA City
Hotel	7546 Sepulveda Boulevard, CA, United States	Conflict Found	Over 10 locations
Apartment Building	23600 Sierra Highway, Santa Clarita, CA, United States	Conflict Found	Outside of LA City
Park	3461 West 3rd Street, Los Angeles, CA, United States	No Conflict Found	
Convention/Exhibition Facility	7645 Foothill Boulevard, CA, United States	No Conflict Found	
Saturday, October 7, 2017			
Location Type	Address	Status	Reason (if applicable
Park	3461 West 3rd Street, Los Angeles, CA, United States	No Conflict Found	
Convention/Exhibition Facility	7645 Foothill Boulevard, CA, United States	No Conflict Found	
Sunday, October 8, 2017	Arldress		- " " "
Location Type	Address	Status	Reason (if applicable
Park	3461 West 3rd Street, Los Angeles, CA, United States	No Conflict Found	
Convention/Exhibition Facility	7645 Foothill Boulevard, CA, United States	No Conflict Found	
Intersection	6721 Melrose Avenue, Los Angeles, CA, United States	No Conflict Found	
Monday, October 9, 2017			
Location Type	Location Type Address		Reason (if applicabl
Park	3461 West 3rd Street, Los Angeles, CA, United States	No Conflict Found	
	7645 Foothill Boulevard, CA, United States	No Conflict Found	
Convention/Exhibition Facility	8673 Sunset Boulevard, West Hollywood, CA, United States	conflict Found	Outside of LA City

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HOW TO SUBMIT LOCATIONS FOR A CONFLICT CHECK (CONTINUED)

10. The permit holder will receive an additional email with the final list of locations with no conflict at 5pm daily. The final list will only include locations without conflicts for the following day.

Thank you for submitting your Digital Makers Initiative permit application to FilmL.A.! We're excited to work with you as part of this new initiative

We've reviewed each of the locations you've applied for and your results are listed below. Please note, locations are checked for conflict at the time of submission. Although a location may be identified as not having a conflict, locations with dates beyond the next day will have a higher possibility of a conflict occurring.

Friday September 29, 2013

Location Type	Address	Status	Reason (If applicable)
Restaurant	6290 Sunset Blvd, Hollywood, CA 90028	No Conflict Identified	
Restaurant	6384 Hollywood Blvd, Hollywood, CA 20028	No Conflict Identified	
Restaurant	1514 N Gower St, Los Angeles, CA 90028	No Conflict Identified	
Theater	5919 Franklin Λve, Los Λngeles, CΛ 90028	No Conflict Identified	
Shopping Center	5846 Santa Monica Blvd, Los Angeles, CA 90038	No Conflict Identified	
Office Building	10227 Haskell Ave. North Hills, CA 91343	No Conflict Identified	
Apartment Building	1201 Vine St, Los Angeles, CA 90038	No Conflict Identified	
Office Building	936 N Formosa Ave, Los Angeles, CA 90046	No Conflict Identified	
Restaurant	609 N La Brea Λve, Los Angeles, CA 90036	No Conflict Identified	
Shopping Center	7301 Beverly Blvd, Los Angeles, CA 90036	No Conflict Identified	

This reflects location conflicts at the time the location was submitted to Filml .A. and does not guarantee the location is available for use for the DMI pilot program. Events, construction, projects, and other permitted productions take precedence over the DMI permit.

SPECIAL CONDITIONS



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SPECIAL CONDITIONS

Also available to view at: https://www.filmla.com/for-filmmakers/requirements/#conditions

WESTSIDE

Abbott Kinney: https://www.filmla.com/wp-content/uploads/2017/02/Abbot_Kinney_February2017.pdf
Bel Air: https://www.filmla.com/wp-content/uploads/2016/11/BelAir_November2016.pdf
Brentwood Park: https://www.filmla.com/wp-content/uploads/2016/08/Brentwood-Park-Area-April-2010.pdf
Holmby Park: https://www.filmla.com/wp-content/uploads/2016/08/holmby-park.pdf
Pacific Palisades: https://www.filmla.com/wp-content/uploads/2016/11/Pacific-Palisades-area-conditions-11-16.pdf

Venice: https://www.filmla.com/wp-content/uploads/2016/08/venice-area.pdf
Westwood Village: https://www.filmla.com/wp-content/uploads/2016/08/Westwood Village March-2015.pdf

WESTSIDE STREETS

Angelo View Dr. & Davies Dr.: https://www.filmla.com/wp-content/uploads/2016/08/angelo-view-drive.pdf
Mapleton Dr. & Charing Cross Rd.: https://www.filmla.com/wp-content/uploads/2016/08/mapleton-sharing-cross.pdf
N. Carmelina Avenue: https://www.filmla.com/wp-content/uploads/2016/08/N-Carmelina-Ave-July-2009.pdf
Washington Boulevard: https://www.filmla.com/wp-content/uploads/2016/08/washington-blvd.pdf
Venice Blvd: https://www.filmla.com/wp-content/uploads/2016/08/Venice-Blvd-Grand-View_to_Centinela_08-2013_dw.pdf

THE VALLEY

Bosque Drive Area: https://www.filmla.com/wp-content/uploads/2016/08/bosque-drive.pdf
Colfax Meadows: https://www.filmla.com/wp-content/uploads/2016/08/Colfax_Meadows_August-2014.pdf
Ethel Ave Area: https://www.filmla.com/wp-content/uploads/2016/08/Ethel_Ave_and_adjacent_area_Conditions_10-31-13.pdf
Monteria Estates (Chatsworth): https://www.filmla.com/wp-content/uploads/2016/08/monteria-estates.pdf
Toluca Lake: https://www.filmla.com/wp-content/uploads/2016/08/toluca-lake.pdf

THE VALLEY STREETS

Louise Ave. & Rancho St: https://www.filmla.com/wp-content/uploads/2016/08/louise-and-rancho.pdf
Orion Ave.: https://www.filmla.com/wp-content/uploads/2016/08/Orion_Avenue_September-2015.pdf
Scadlock Ln.: https://www.filmla.com/wp-content/uploads/2016/08/scadlock-lane.pdf
Sleepy Hollow Ln. (Tarzana): https://www.filmla.com/wp-content/uploads/2016/08/Sleepy-Hollow_Lane_July_2009.pdf
White Oak Ave.: https://www.filmla.com/wp-content/uploads/2016/08/4600-and-4700-block-of-White-Oak-Avenue.pdf
Wilbur Avenue: Ventura Blvd. to Linnett St.: https://www.filmla.com/wp-content/uploads/2016/08/5400-wilbur-ave.pdf

SOUTH L.A. & SOUTH BAY

Leimert Park: https://www.filmla.com/wp-content/uploads/2017/06/Leimert-Park_May-2017.pdf
San Pedro Business Dist: https://www.filmla.com/wp-content/uploads/2016/08/San-Pedro-Business-District_09-12-13.pdf
Westchester Business Dist: https://www.filmla.com/wp-content/uploads/2016/08/San-Pedro-Business-District_09-12-13.pdf

EASTSIDE / DOWNTOWN LOS ANGELES

Angelino Heights: https://www.filmla.com/wp-content/uploads/2017/02/angelino-heights-2009.pdf
The Arts District: https://www.filmla.com/wp-content/uploads/2017/01/Arts-District-Guidelines-Revised-April-29-2009.pdf
Downtown Los Angeles: https://www.filmla.com/wp-content/uploads/2016/08/downtown-los-angeles.pdf
Echo & Elysian Park: https://www.filmla.com/wp-content/uploads/2016/08/Echo-Park-Elysian-Park-Special-Conditions.pdf
Temple / Beaudry Area: https://www.filmla.com/wp-content/uploads/2016/08/temple-beaudry-area.pdf

EASTSIDE STREETS

Carroll Avenue: E. Edgewared to Douglas St.: https://www.filmla.com/wp-content/uploads/2016/08/caroll-avenue.pdf Lebanon Street: 6th St. to 7th St.: https://www.filmla.com/wp-content/uploads/2016/08/lebanon-street.pdf W. 7th Street: https://www.filmla.com/wp-content/uploads/2016/07/1200-block-W-7th-Street July-2016.pdf

MID-CITY & HOLLYWOOD AREA

Desmond Estates Road: https://www.filmla.com/wp-content/uploads/2016/08/The-Grove-February-2012.pdf
The Grove: https://www.filmla.com/wp-content/uploads/2016/08/The-Grove-February-2012.pdf
Hancock Park: https://www.filmla.com/wp-content/uploads/2016/08/HancockPark_WindsorSquare_August-2016.pdf
Kinney Heights: https://www.filmla.com/wp-content/uploads/2017/02/Kinney_Heights_February2017.pdf
Larchmont Village: https://www.filmla.com/wp-content/uploads/2017/06/Larchmont-Village_June-2017_ak.pdf
Lafayette Square: https://www.filmla.com/wp-content/uploads/2016/11/Mount_Olympus_November-2016.pdf
Mount Olympus: https://www.filmla.com/wp-content/uploads/2016/08/The-Oaks_May-5-2015.pdf
The Oaks at Los Feliz: https://www.filmla.com/wp-content/uploads/2016/08/The-Oaks_May-5-2015.pdf
Raleigh Studios: https://www.filmla.com/wp-content/uploads/2016/08/raleigh-studios.pdf
Spaulding Square: https://www.filmla.com/wp-content/uploads/2016/08/waverly-drive-area.pdf
Waverly Dr. Area (Los Feliz): https://www.filmla.com/wp-content/uploads/2016/08/waverly-drive-area.pdf
West Adams Avenue: https://www.filmla.com/wp-content/uploads/2016/08/West_Adams_Avenues_September-2016_js.pdf
West Adams Heights / Sugar Hill: https://www.filmla.com/wp-content/uploads/2016/08/WesternHeights_10-27-2015.pdf
Wilshire Ebell Theater: https://www.filmla.com/wp-content/uploads/2016/08/Wilshire Ebell March-10-2015.pdf

MID-CITY AND HOLLYWOOD STREETS

5121 Franklin Avenue: https://www.filmla.com/wp-content/uploads/2016/08/5121-franklin-ave.pdf
W. Adams Blvd.: https://www.filmla.com/wp-content/uploads/2016/11/5200-block-W.-Adams-Blvd.-July-2009.pdf
Harvard Blvd: https://www.filmla.com/wp-content/uploads/2016/08/Harvard_BL_January-21-2015.pdf
Orange Grove:https://www.filmla.com/wp-content/uploads/2017/07/1500-1600-block-N.-Orange-Grove-Ave_July-2017_ak.pdf
N. Vermont Avenue: https://www.filmla.com/wp-content/uploads/2016/08/north-vermont-avenue.pdf
Victoria Avenue https://www.filmla.com/wp-content/uploads/2017/07/Victoria-Avenue July 2017 AK.pdf

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