



MyFilmLA Guide

Permit Payment and Distribution

Once your permit is fully processed, it is ready for final payment and distribution.

You will be notified via email when your permit is ready. If there are any outstanding fees due on the permit, you will need to pay them before downloading the final permit document.

FINAL PAYMENT

» If an LA is ready to be paid, it will read **“Ready for Payment”** on your home page under **Status**.

New to MyFilmLA? Click here to get started.

| PURPOSE | LOCATION ADDRESS | LA ID | GR. | STATUS | 1ST ACTIVITY ... | CHANGE ... | PRODUCTION COMPANY NAME | INS ST... |
|-------------------------------------|---|--------------|--------|-------------------|------------------|------------|-------------------------|-----------|
| Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101449-1 | G-2645 | Ready for Payment | 10/01/2023 07:00 | | YOUR COMPANY NAME | Not Start |
| Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101298-1 | | Disrupted | 10/01/2023 07:00 | | YOUR COMPANY NAME | Not Start |
| Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101289-1 | | Canceled | 08/01/2023 07:00 | | YOUR COMPANY NAME | Not Start |

» To pay for your permit, **click on the PAYMENTS tab** at the top of your screen. **Select the “Ready For Payment” subcategory.**

Customer Dashboard

HOME DOCUMENTS **PAYMENTS** MANAGE RESOURCES

Ready for Payment | In-Progress | Paid Invoices

| PROJECT TITLE | INVOICES | CREATED ... |
|-------------------|----------|----------------|
| YOUR COMPANY NAME | | |
| YOUR PROJECT | 1 | YOU@EMAIL.C... |

| Invoice Group | Invoice IDs | LA IDs | Balance Due |
|---------------|-------------|--------------|-------------|
| G-26456 | 382381 | LA00101449-1 | \$377.00 |

» Your project titles will be listed in the **box on the left side** of the screen. **The number** next to each project title indicates how many **invoices** are **ready for payment**.

» Ensure your **project title is highlighted in yellow**, and the **invoices** for the project will **populate on the right**.

Ready for Payment | In-Progress | Paid Invoices

YOUR COMPANY NAME | 1 | YOU@EMAIL.C...

| Invoice Group | Invoice IDs | LA IDs | Balance Due |
|---------------|-------------|--------------|-------------|
| G-26456 | 382381 | LA00101449-1 | \$377.00 |

» Click the **BLUE PLUS SIGN** next to the invoice you'd like to pay to add it to your cart. If you have **multiple invoices** to pay, you can **add them all to your cart** at this time.

» Once the invoice appears in your cart below, you can **view the full invoice breakdown** by **clicking on the INVOICE GROUP number**.

CART

| INVOICE GROUP | INVOICE IDS | LA IDS | BALANCE DUE |
|---------------|-------------|--------------|-------------|
| G-26456 | 382381 | LA00101449-1 | \$377.00 |

Total Balance Due: \$377.00

CHECKOUT

» Once ready to pay, **click CHECKOUT**.



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» Select your payment method, then **click PROCEED TO CHECKOUT**.
Please note we're currently only able to accept credit card payments.

Add invoice groups to cart & click checkout to proceed to payment. Please note, all fees must be paid in order for a permit to be released.

Payment Method: International Credit Card?
Amount Due: \$377.00 Payment Date: 9/15/2023
Reference Number:

| INV. ID | INVOIC... | DUE ... | PAYMENT ... | BILL TO COMPANY ... | NOTES | P... |
|---------|-----------|-----------|-------------|---------------------|-------|---------|
| G-26456 | | | | | | |
| 382381 | 9/14/2023 | 9/14/2023 | \$377.00 | YOUR COMPANY NAME | | Details |

Add invoice groups to cart & click checkout to proceed to payment. Please note, all fees must be paid in order for a permit to be released.

Before clicking OK, make sure to disable any pop-up blockers on your browser.
Click OK to continue to our credit card payment processor and follow the steps to complete your payment.
An email with the credit card payment link has also been sent to the applicant's email on file.
Payment must be completed before your application will be submitted for processing.

» Ensure any **pop-up blockers** are disabled on your browser. Then, **click OK**.



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← FilmLA

Pay FilmLA
\$388.57

Inv#382381, PG-051674(LA00101449-1) \$377.00

Credit Card Processor Fee \$11.57

Powered by stripe | Terms | Privacy

Pay with link ⇒

Or pay with card

Email

Card information

1234 1234 1234 1234 VISA MM / YY CVC

Name on card

Country or region
United States

ZIP

Save my info for 1-click checkout with Link
Securely pay on FilmLA and everywhere Link is accepted.

(201) 555-0123

link · More info

Pay

By paying, you agree to Link's terms and privacy policy.

» Enter your payment details, then click "Pay".

Film LA

Your payment was successful.

We received your FilmLA application fee payment. Your application will be submitted for further processing. We value you as customer and look forward to work with you on this project.

Please click "OK" to continue to Customer Portal for information on your submitted application.

OK

» Click OK to return to your Customer Dashboard and download your final permit.

» Find your LA on your Customer Dashboard under **“My Location Authorizations”**. The **status** of your LA will now be **“Ready for Distribution”**.

New to MyFilmLA? [Click here to get started.](#)

My Location Authorizations

| PURPOSE | LOCATION ADDRESS | LA ID | GR... | STATUS | 1ST ACTIVITY ... | CHANGE ... | PRODUCTION COMPANY NAME | INS ST... |
|-------------------------------------|---|--------------|---------|------------------------|------------------|------------|-------------------------|-----------|
| Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101449-1 | G-26456 | Ready for Distribution | 10/01/2023 07:00 | | YOUR COMPANY NAME | Not Start |
| Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101298-1 | | Distributed | 10/01/2023 07:00 | | YOUR COMPANY NAME | Not Start |
| Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101289-1 | | Canceled | 08/01/2023 07:00 | | YOUR COMPANY NAME | Not Start |

- Summary
- Associate
- Batch Preview
- Location Map
- Change Request
- View App Fee Dates
- View FilmLA Coordinator
- View Insurance Specialist
- Clone LA
- LA**
- Audit Log
- Distribute** ☆

» To download your final permit, **right-click the LA.**
 » **Hover over the “LA” menu option.**

» Then, **click “Distribute”**.

» **Check off all the LAs you would like to distribute.** If you want to **distribute all of them**, you may also **check “Generate All” at the bottom** of the pop-up.

Select LAs to Generate AD Package

| <input type="checkbox"/> | PUR... | ADDRESS | LA ID | FIRST ACTIVIT... | STATUS |
|-------------------------------------|-------------------------------------|---|--------------|------------------|------------------------|
| <input checked="" type="checkbox"/> | Production, Base Camp, Crew Parking | 6255 W Sunset Blvd, Los Angeles, CA, 90028, USA | LA00101449-1 | 10/01/2023 07:00 | Ready for Distribution |

Generate All

» Once you’ve selected your LAs for download, **click Continue.**



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- » Your **final permit** will then appear in a **new pop-up window**.
- » To **Download or Print** your permit, **select one of the icons** in the top-right corner of the window.
- » To **email** your final permit to yourself or others, **click Send Email**.

GetFileStream 1 / 5 | - 97% + | [Icons] [Download] [Print] [More]

Film LA FilmLA
6255 W Sunset Blvd, 12th Floor
t: (213)977-8600
www.filmla.com

Summary Information

Type of Permit: Filming **Release Date: 9/15/2023**

| | | | |
|-------------------------------|--------------------------------------|---------------------------|-------------------------|
| Production Title | YOUR PROJECT | Producer | Producer Name |
| Production Company | YOUR COMPANY NAME | Director | Director Name |
| Type of Production | Feature Film - Scripted | 1st AD | First AD Name |
| Insured Company Name | YOUR COMPANY NAME | Production Manager | Production Manager Name |
| Contact Phone Number 1 | (213) 977-8600 | Location Manager | Name Last Name |
| Address | 6255 Sunset Blvd, Los Angeles, 90028 | Primary Phone | (555) 123-4567 |
| | | Email | email@email.com |
| FilmLA Coordinator | Name Last Name | Location Assistant | Primary Phone |
| Approval Group | G-26456 | | |

Fees

Number of Locations: 1 **Total Permit Fee: \$1,272.00**
Group: G-26456

| Fee Description | Qty | Rate | Amount |
|--|-----|------------------|-----------------|
| LA CITY FIRE DEPARTMENT SPOT CHECK SURCHARGE | 1 | \$85.00 | \$85.00 |
| FILMLA NON-REFUNDABLE FILM APPLICATION FEE | 1 | \$895.00 | \$895.00 |
| | | Subtotal: | \$980.00 |

Location 1 of 1 (LA00101449-1)

| Fee Description | Qty | Rate | Amount |
|-----------------|-----|------|--------|
|-----------------|-----|------|--------|

CLOSE **SEND EMAIL**