

SAMPLE RESIDENT NOTIFICATION LETTER

FILMING DATES

Dear Neighbors,

On **DAY/DATE, PROJECT NAME** will be filming from **START TIME** to **END TIME**.

We will use the following blocks:

LIST BLOCKS WHERE PARKING IS BEING HELD

(Add the following line **ONLY** if you've requested VTU.)

Vehicles left on these streets after **TIME & DATE** will be moved to a nearby block.

We are aware of the inconvenience caused by our activity. If you have any questions or concerns, please contact Locations Department at **PHONE NUMBER**.

Thank you.

Locations Department
PHONE NUMBER