



# City of Bell Gardens

7100 Garfield Avenue, Bell Gardens CA, 90201

Phone: (562) 806-7700 Fax: (562) 806-7735

## FEE WAIVER FORM

**Pursuant to Reso. No. 2009-11, Section 4, Fees may be waived by City Manager by completing this form. Applicants shall be responsible for any additional costs established by L.A. County Recorders/Clerks Office, Department of Fish and Game and L.A. County Fire Department.**

**Please complete this form and submit with the application.**

Applicant's Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone No. \_\_\_\_\_ Email \_\_\_\_\_

**To be eligible for a Fee Waiver, please submit the following:**

- A copy of ID (Government ID or student ID)
- A written letter on the organization/school's letterhead and signed by the owner or head of the organization/school administrator or instructor, stating:
  1. You are a current employee of the organization/currently enrolled at the school,
  2. The film is not for commercial release,
  3. The organization/school will pay all waived fees in the event the film is used for commercial purposes
- Proof of non-profit requirement:
  1. Internal Revenue Service -Employer Identification number
  2. A copy of organization annual filing with California Franchise Tax Board

**Please provide a description of the anticipated filming:**

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\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Approve     Disapproved

\_\_\_\_\_  
City Manager's Signature

\_\_\_\_\_  
Date