

# Transportation and Public Works Department

## OFFICE OF SPECIAL EVENTS

### FILM NOTIFICATION SIGNOFF RECORD AND CERTIFICATION



TRANSPORTATION  
PUBLIC WORKS

Events 'R Us  
Production Name

Jane Doe  
Applicant Name

12/7/24 – 12/8/24  
Filming Date(s)

1000 Texas St., 200 Austin Ave.

**Affected Street Name(s) and Block Numbers**

- I understand my request for a permit to temporarily close or use a public right-of-way, for or in conjunction with a film-making activity, requires proof in-person notifications have been made to each affected property owner, resident, and, if applicable, property manager.
- I understand the notification must include a completed FILM PERMIT NOTIFICATION OF PROPOSED CLOSURE AND SIGNOFF REQUEST (NOPC) form and a map of the area to be used which indicates all impacts to the area and obstructions to be placed in the right-of-way.
- I understand I must make at least two attempts to obtain a signed NOPC form from each property owner, resident or manager at a time and day when someone would typically be available.
- I understand if I falsify information or if an affected person was not notified, my permit will be rejected or revoked, and it could impact my ability to obtain permits in the future.
- To the best of my knowledge, the following information is a true and accurate representation of the notifications made for or in conjunction with the film-making activity noted above.

Address <i>(in numerical order by street)</i>	APV	DIS	NOTE LEFT	Notes/Comments	Date/Time Attempt 1	Date/Time Attempt 2
1001 Texas Street			X		11/30 @ 9am	12/1 @ 5pm
1002 Texas Street		X		Form attached		
1003 Texas Street			X	Neighbor said it's a vacation home	11/30 @ 9am	12/1 @ 5pm
1004 Texas Street				Vacant Lot - Construction	11/30 @ 9am	12/1 @ 5pm
200 Austin Ave	X			Form attached		
201 Austin Ave			X		11/30 @ 9am	12/1 @ 5pm
202 Austin Ave			X		11/30 @ 9am	12/1 @ 5pm
203 Austin Ave	X			Form attached		

State of Texas  
County of \_\_\_\_\_

Before me, the undersigned notary public, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, personally appeared \_\_\_\_\_ known to me to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that the statements therein contained are true and correct.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Notary Public Signature

