

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

TO: Fire Department

ATTN: Bureau of Fire Prevention and Public Safety  
City Hall East, 17<sup>TH</sup> Floor

FROM: Los Angeles Police Commission  
Commission Investigation Division  
Charitable Services Section

SUBJECT: FLOOR PLAN WITH STAMP OF APPROVAL BY FIRE DEPARTMENT

The Organization indicated below has filed an application for a Bingo Game License pursuant to Sections 44.50 through 44.55 of the Los Angeles Municipal Code.

The application for a Bingo License is pending your determination as to compliance with applicable laws under your agency's regulatory jurisdiction. Please stamp a copy of the floor plans indicating your approval and the occupant load. For additional information you may contact the Charitable Services Section at (213) 996-1260.

Thank you for your prompt attention.

ORGANIZATION			
STREET ADDRESS	CITY	ZIP CODE	TELEPHONE
<b>PREMISES WHERE BINGO IS TO BE PLAYED</b>			
STREET ADDRESS	ROOM NAME OR NO.	CITY	ZIP CODE

**\*\*\*IMPORTANT – INSTRUCTIONS ON REVERSE\*\*\***

**NOTE TO CHARITABLE ORGANIZATION:** Take this form and a copy of your floor plans to the Los Angeles Fire Department. Floor plan should display layout of room where bingo will be played (two copies drawn to scale). The plan not to be larger than 8 ½" x 11". Show: room dimensions; exits; stages; indicate number of tables, size and placement; number of seats per table; indicate aisle space between tables and between tables and walls.

See list of locations below. Their office hours are from 8 am to 4 pm, Monday through Friday.

**LOS ANGELES**

Bureau of Fire Prevention and Public Safety Section  
200 North Main Street, 17<sup>th</sup> Floor  
City Hall East  
Los Angeles, CA 90012  
(213) 978-3640

**WEST LOS ANGELES**

Bureau of Fire Prevention and Public Safety Section  
7166 West Manchester  
Los Angeles, CA 90045  
(213) 978-3640

**HARBOR AREA**

Bureau of Fire Prevention and Public Safety Section  
638 South Beacon, Room 530  
San Pedro, CA 90731  
(213) 978-3640

**VAN NUYS AREA**

Bureau of Fire Prevention and Public Safety Section  
14555 Sylvan Street  
Van Nuys, CA 91411  
(818) 374-1110

**Submit completed form and approved floor plan with application for Bingo License to:**

Los Angeles Police Commission  
Charitable Services Section  
100 W 1st Street, Rm. 147  
Los Angeles, CA 90012