



MANITOBA | Musique et Film
Film & Music | MANITOBA

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Feature Film Production Fund Application

PROJECT INFORMATION

Title of Project _____

Log Line (1-2 sentence project description)

Name of Production Company _____

Company is self declared as: Francophone Aboriginal

Address _____

City _____ Province/State _____

Postal Code _____ Country _____

Phone _____ Email _____

Producer _____ Other Contact Person _____

Fax _____

Name of Co-Production Company _____

Company is self declared as: Francophone Aboriginal

Address _____

City _____ Province/State _____

Postal Code _____ Country _____

Phone _____ Email _____

Producer _____ Other Contact Person _____

Fax _____

Is project based on another work Yes No

If Yes Title _____

Name of Author _____ Original Medium _____

Current Copyright Owner _____

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COMMUNICATION AUTHORIZATION FORM

Name of Project: _____ (the "Project")

Program (TV/Web Development, Feature Development, TV/Web Production, Emerging Talent, Microbudget Production, Manitoba Tax Credit, Feature Marketing): _____

By Signing below, the Applicant(s)/Borrower(s) hereby authorizes Manitoba Film & Music ("MFM") to collect, use, disclose, communicate and share information with the individuals listed in the table below (the "Authorized Individuals") and with any other person with whom MFM must reasonably communicate, on behalf of the Applicant(s)/Borrower(s), regarding all aspects of this application (the "Application"), both before and after MFM goes to contract on the Project, as applicable. Such collection, use, disclosure, communication and sharing of information includes information regarding the Application, the contract, deliverables for drawdowns, personal information about production staff, artists, and other personnel including work experience, residency, and ethnicity (the latter only for purposes of bonus points regarding Aboriginal production for Equity Applications), as applicable, and potential amendments to any agreement signed, if applicable, as well as any other issue surrounding the Project.

APPLICANT(S)/BORROWER(S) INFORMATION			
Full Name	Telephone #	Mailing Address (If different from Applicant(s)/Borrower(s) address)	Email Address

By Signing below, the Applicant(s)/Borrower(s) confirms that, unless MFM receives written notification and acknowledges such notification, stating that an individual listed as an Authorized Individual is no longer permitted to liaise about the Project on behalf of the Applicant(s)/Borrower(s), it is understood that the Authorized Individuals are authorized, at all times, to communicate with MFM regarding the Project.

By signing this form, the undersigned Applicant(s)/Borrower(s), represents and warrants that he/she/it has the authority to allow the Authorized Individuals to collect, use, disclose, communicate and share information regarding the Project.

If an organization:

NAME OF APPLICANT/BORROWER

By: _____

Title: _____

If an individual:

Witness

Print Name of Witness

Signature of Applicant(s)/Borrower(s)

Print Name of Applicant(s)/Borrower(s)

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WAS MANITOBA FILM & MUSIC INVOLVED AT THE DEVELOPMENT STAGE? Yes No

If yes, under which company name? _____

Total all Phases Amount _____

PRODUCTION FINANCING

		Minimum 75% required to apply CONFIRMED? YES/NO	INTENDED APPLICATION DATE (if any)
MANITOBA FILM & MUSIC			
Telefilm			
Production Company Investment			
Production Company Deferral			
Broadcaster(s)			
Distribution Company			
Distribution Company			
Manitoba Tax Credit (Projected)			
Federal Tax Credit (projected)			
Other Tax Credit (Projected)			
Speciality Services			
Foreign Sales Company			
Deferrals			
Other (specify) _____			
Other (specify) _____			

TOTAL PRODUCTION BUDGET _____

GENERAL INFORMATION ON THE PRODUCTION COMPANY

COMPLETION GUARANTOR

Company _____
Address _____
City _____ Province/State _____
Postal Code _____ Country _____
Phone _____ Email _____
Attention _____ Fax _____

INTERIM FINANCING

Company _____
Address _____
City _____ Province/State _____
Postal Code _____ Country _____
Phone _____ Email _____
Attention _____ Fax _____

PRODUCTION COMPANY LEGAL COUNSEL

Legal Counsel Name _____
Address _____
City/Province _____ Postal Code _____
Phone _____ Fax _____

PRODUCTION COMPANY BANK

Bank Name _____
Address _____
City/Province _____ Postal Code _____
Phone _____ Fax _____
Production Bank Account Number _____

PRODUCTION COMPANY ACCOUNTANTS

Company Name _____

Address _____

City/Province _____ Postal Code _____

Phone _____ Fax _____

Date of Incorporation (attach Letters Patent) _____

Incorporated Under Federal Provincial

Authorized Capital _____

Is the share capital issued paid in full? _____

Give the names and addresses of all administrators, office staff and shareholders of the production company

Production Company Film Experience (attach separate sheet if necessary)

Other Projects Currently Active

**FILM MANITOBA PROGRAM
MANITOBA CONTENT REQUIREMENTS**

ELIGIBILITY

Projects must attain the requisite number of points in the relevant production category.

NOTE: Where a crew person is filling more than one position, the point is appointed only once. The total Manitoba Content Requirement list is then reduced accordingly, providing a new point total from which the project must attain half of the points to meet the Manitoba Content eligibility criteria.

**OTHERFORMATS–IMAX,HDTV,ETC.
AND WEB-BASED PRODUCTIONS**

Projects produced utilizing formats other than standard 35mm, HD, or 16mm will be assessed for Manitoba Content Requirement eligibility based on the product genre category and the availability of Manitoba crew and services in the particular format. Manitoba Content Requirements also apply to web-based production applications but consideration will be given to the unique nature of those projects.

**SCRIPTED, FICTIONAL
PRODUCTION**

Subject to crew availability, the project must attain 17 of the following 34 points:

- 2 Manitoba director
- 3 Manitoba scriptwriter
- 2 Manitoba resident in a lead role
- 2 Manitoba production manager
- 2 Manitoba line producer
- 2 Manitoba director of photography
- 2 Manitoba camera operator
- 1 Manitoba DMT
- 1 Manitoba sound mixer
- 2 Manitoba production designer (art director)
- 2 Manitoba composer
- 2 Manitoba picture editor
- 1 Manitoba sound editor
- 1 Manitoba continuity
- 2 Manitoba sr. production accountant
- 1 Manitoba 1st assistant director
- 1 Manitoba costume designer
- 1 Manitoba set decorator
- 1 Manitoba key makeup artist
- 1 Manitoba key hairstylist
- 2 50% of post production costs spent in Manitoba
- 1 Bonus: Screenplay based on a Manitoba literary work

TOTAL POINTS _____

FEATURE LENGTH- DOCUMENTARY

Subject to crew availability, the project must attain 8 of the following 13 points:

- 2 Manitoba director
- 1 Manitoba script writer or narration writer
- 1 Manitoba cinematographer
- 1 Manitoba sound recordist
- 1 Manitoba sound editor
- 1 Manitoba editor
- 1 Manitoba composer
- 1 Manitoba production manager/coordinator
- 2 Remaining production crew is 50% Manitoba residents
- 2 50% of post production costs spent in Manitoba

TOTAL POINTS _____

ANIMATION

Subject to crew availability, the project must attain 10 of the following 12 points with a Performer or 9 of the following 12 points without a Performer.

- 2 Manitoba director
- 2 Manitoba scriptwriter
- 2 Manitoba key animator
- 1 Manitoba assistant animator
- 1 In-betweening performed by Manitoba residents or Manitoba company
- 1 Manitoba composer
- 1 Highest paid performer is a Manitoba resident
- 2 50% of budget spent in Manitoba

TOTAL POINTS _____

Producer

Date

FILM MANITOBA PROGRAM
MANITOBA TRAINING REQUIREMENTS

ELIGIBILITY

Projects must provide meaningful training to a minimum number of Manitoba residents according to the following crew sizes:

Table with 2 columns: Crew Size and Training Opportunities. Rows include 10-20 crew (1 opportunity), 21-40 (2 opportunities), 41-60 (3 opportunities), 61-80 (4 opportunities), and 81+ (5 opportunities).

The above training requires a minimum number of training opportunities that are not matched to the tax credit's deeming provision.

DEFINITION OF TRAINING

Required training may vary in experience level, from beginner (entry-level) to intermediate (position upgrades) to advanced (key positions). Where applicable, training opportunities must be verified by Film Training Manitoba, by the relevant labour union/guild, or by the individual receiving the training.

Manitoba Training Opportunities (may be subject to MF&M approval)

Department # of Training Opportunities

Above the Line (eg. Producer, Director, Scriptwriter, Storyeditor) _____

Below the Line: Actors _____

Art Department (eg. Production Designer, Art Director, Draftsman/Graphic, Construction, Scenic Painter, Prop, Set Decorator, Sets, Costume, Make-Up, Hair, Special FX) _____

Technical (eg. Camera Department, Gaffer, Electrics, Genny Operator, Grip Department, Dolly Operator, Sound Mixer, Boom Operator) _____

Production (eg. Accounting, Production Office, Assistant Director, Continuity, Craft Service, Locations, Catering) _____

Post-Production (eg. Picture Edit, Sound Edit) _____

TOTAL # of Training Opportunities _____

TOTAL crew size: _____

Producer _____

Date _____

Note: MANITOBA FILM & MUSIC's level of financial participation in any project will be assessed according to the overall benefits provided to the province's film industry.

MANDATORY DOCUMENTATION - FEATURE FILM PRODUCTION FUND CHECK LIST (all documents must be numbered, versioned and dated)

Please number documents accordingly on top right corner of the page.

Items #1-18 must be submitted at the time of the application for the analysis of the funding request (preparation of Business Affairs Report).

- 1. Completed, signed and dated application
- 2. Project Synopsis
- 3. Detailed budget - locked, signed and dated (with no convergent elements included)
- 4. Detailed budget for convergent elements – locked, signed and dated (if applicable)
- 5. Financing structure
- 6. Evidence of distributor commitment (if applicable)
- 7. Evidence of broadcaster commitment (if applicable)
- 8. Signed commitment letters from ALL financial participants (minimum 75% required to be reviewed)
- 9. Projected Manitoba expenditures (Form B(2))
- 10. List of related party expenditures
- 11. Co-production agreement between co-producers (if a co-production)
- 12. Production schedule
- 13. Detailed cast & crew list (indicate Manitoba content points as applicable)
- 14. Detailed training plan (to support Manitoba Training Requirements)
- 15. Proposed recoupment schedule based on MFM's recoupment policy
- 16. Detailed marketing and distribution plan
- 17. List of past projects, including all MFM supported projects and history of recoupment to MFM
- 18. Information on the co-production partners (if a co-production)

Items #19-34 must be submitted to go to contract.

- 19. Complete chain of title documentation
- 20. Pre-sale/agreements pledged to distributor (if applicable)
- 21. Completion guarantor agreement/Producer holdback agreement

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- 22. National and International revenue projections
- 23. Resumes of key creative positions/production staff
- 24. Signed long form agreements for all financial participants (including broadcasters and distributors as applicable)
- 25. Interim financing long form agreement
- 26. One copy of the final script
- 27. Insurance agreements and certificates (showing MFM as an additional insured and/or loss payee)
- 28. Project cash flow statement
- 29. Business registration/Articles of incorporation for all production companies involved
- 30. Most recent copy of annual corporate return of information for all companies involved (if incorporated more than 1 year)
- 31. Resolution of the board of directors (indicating the list of directors, officers, voting shareholders and contract signing authorities) for all companies involved
- 32. Most current financial statements (parent company statements if newly incorporated)
- 33. Void cheque for the production accounts through which all expenses will be paid
- 34. Banking resolution showing cheque signing authority for production accounts

Where applicable.

- 35. Information of commercial success of the work (if based on previous work)
- 36. One copy of original work (if applicable)
- 37. Any other relevant information

APPLICATIONS WILL NOT BE PROCESSED UNTIL ALL REQUIRED DOCUMENTS ARE RECEIVED BY MANITOBA FILM & MUSIC

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APPLICANTS: For this program, Manitoba Film & Music requests that you indicate the gender, cultural origin and language of communication for the Producer(s), Director(s) and Writer(s) in the chart below. Manitoba Film & Music uses this information internally for program planning, evaluation and policy development. This information will not be used to assess your application. Completing this information is entirely voluntary. It will help Manitoba Film & Music identify whether its programs are reaching a diverse and wide range of clients as intended.

PRODUCER(S)/DIRECTOR(S)/WRITER(S) INFORMATION					
Full Names	MB Resident (Y/N)	Gender	Francophone (Y/N)	First Nations, Métis, or Inuit Descent (Y/N)	Cultural Minority (Y/N)

I hereby confirm that the information in this application, and in all supporting documents, is verified true and correct. Application materials will NOT be returned. All submissions become the property of MANITOBA FILM & MUSIC.

MANITOBA PRODUCER'S SIGNING AUTHORITY

Name _____ **Title** _____

Date _____

Signature _____