



national film and video foundation
SOUTH AFRICA

an agency of the
Department of Arts and Culture

APPLICATION FORM FOR ADVANCE RULING OF A CO-PRODUCTION PROJECT

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PLEASE DO NOT FILL IN THIS SECTION

FOR OFFICE USE ONLY	
REFERENCE NUMBER	DATE OF RECEIPT

2nd Floor, 87 Central Street, Houghton, 2198, South Africa
Private Bag X04, Northlands, 2116, South Africa
Tel: +27 11 483 0880 Fax: +27 11 483 0881 Email: info@nfvf.co.za Website: www.nfvf.co.za

Councillors

Ms Mmabatho Ramagoshi (Chairperson); Mr George Leolo (Deputy Chair); Ms Sandra Gordon; Mr Mohau Mphomela; Adv Rod Solomons
Mr Sello Molefe; Mr Paul Raleigh; Mr Laurence Mitchell; Adv Roshan Rai Dehal; Ms Trish Downing; Mr Avhasei Mukoma; Ms Gcina Mhlophe-Becker
Chief Executive Officer: Ms Zama Mkosi

A. APPLICANT AND PRODUCTION DETAILS
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A1. TITLE OF PROJECT	
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A2. CONTACT PERSON FOR THIS FILE (please sign last page of this application form)	
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A3. DETAILS OF SOUTH AFRICAN COMPANY

• TITLE OF PROJECT / PREVIOUS TITLE OF PROJECT (if any)	
• NAME OF SOUTH AFRICAN COMPANY/IES (if more than one, please annex details of others)	
• TYPE OF CORPORATE ENTITY (eg PTY LTD, Partnership, Special Purpose Vehicle (SPV ETC) (if more than one, please annex details of others)	
• DATE OF INCORPORATION OF THE PRODUCTION COMPANY	
• REGISTRATION NUMBER	
• BUSINESS ADDRESS	Physical Address
	City
	Code
	Country
	Tel
	Fax
	E-mail
	Postal Address
	Code

A4. NAME OF HOLDING COMPANY

Name of Holding Company (if applicable)	Name of Foreign Holding Company (if applicable)
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	Company Registration Number		Company Registration Number
	Date of Incorporation		Date of Incorporation
	Business Address		Business Address
	Tel	+	Tel
	Fax	+	Fax
	E-mail		E-mail

A5. FOREIGN PRODUCTION COMPANY	
<ul style="list-style-type: none"> NAME OF FOREIGN PRODUCTION COMPANY / IES (if more than one, please annex details of others) 	
<ul style="list-style-type: none"> TYPE OF CORPORATE ENTITY (eg PTY LTD, Partnership, Special Purpose Vehicle (SPV ETC) (if more than one, please annex details of others) 	
<ul style="list-style-type: none"> DATE OF INCORPORATION OF THE PRODUCTION COMPANY 	
<ul style="list-style-type: none"> REGISTRATION NUMBER 	
<ul style="list-style-type: none"> BUSINESS ADDRESS 	Physical Address
	City
	Code
	Country
	Tel
	Fax
	E-mail

		Postal Address	
		City	
		Code	
	• FOREIGN PRODUCER		

HAS THIS PROJECT ALREADY BEEN SUBMITTED TO THE NATIONAL FILM AND VIDEO FOUNDATION OR ANY OTHER GOVERNMENT DEPARTMENT FOR FUNDING?	
No	<input type="checkbox"/>
Yes	<input type="checkbox"/>
If Yes, please specify	

PERMANENT EMPLOYEES IN THE PRODUCTION COMPANY (IES) (FOR STATISTICAL PURPOSE)					
Position held	Number	Black		White	
		Male	Female	Male	Female
Executive Management					
Senior Management					
Creative Staff					
Technical Staff					
Administrative Staff					

CATEGORY		GENRE		ORIGINAL LANGUAGE		DUBBED VERSION	
Feature Film		Sci-Fi		English		English	
Documentary		Family		French		French	
Short		Children		German		German	
Pilot		Drama		Italian		Italian	
One-off		Other		Other		Other	
Mini Series		Please specify		Please specify		Please specify	
Series		_____		_____		_____	
MOW		_____		_____		_____	

SHOOTING FORMAT

VIDEO			FILM			MULTIMEDIA	
Beta cam			16 mm			DC - ROM	
Digital Beta cam			Super 16 mm			DVD	
High Definition			35 mm			Online	
DVD cam			Super 35 mm			Other	
Other			Other			Please specify	
Please specify			Please specify			_____	
_____			_____			_____	
_____			_____			_____	

B.	LOCATION AND POST PRODUCTION DETAILS
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Location, Dates and Duration of Shooting / Key Animation

COUNTRY					DATE					DURATION (in days)
		FROM				TO				
	Year	Month	Day		Year	Month	Day			Total Duration

	NAME OF FACILITY	GEOGRAPHICAL LOCATION								
						DATE				DURATION (in days)
POST PRODUCTION SOUND				FROM			TO			
			Year	Month	Day		Year	Month	Day	Total Duration

	NAME OF FACILITY	GEOGRAPHICAL LOCATION								
						DATE				DURATION (in days)
POST PRODUCTION VIDEO				FROM			TO			
			Year	Month	Day		Year	Month	Day	Total Duration

	NAME OF FACILITY	GEOGRAPHICAL LOCATION								
						DATE				DURATION (in days)
POST PRODUCTION SFX				FROM			TO			
			Year	Month	Day		Year	Month	Day	Total Duration

C. RIGHTS AND CHAIN OF TITLE

The Applicant must be the originator of the script, treatment or outline concerned, or be the holder of copyright or have an option to the rights in any and all works on which the project is to be based. Please include Chain of Title documentation and proof of copyright.

If the screenplay is based on an original work			
Title of Original Work	Author	Nationality	Original Language

D.	PARTICIPATION – FICTION AND DOCUMENTARIES
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Participants Fiction / Documentary	Surname	First Name (s)	Gender	Race	Nationality (please state citizen / permanent resident)	Passport / Identity Number
South African Producer(s)						
Co-Producer(s)						
Line Producer						
Scriptwriter						
Script Supervisor						
Director						
1 st AD						
Cinematographer						
Key Grip						
Gaffer						
Camera operator						
Best Boy Electric						
Best Boy Grip						
Boom Operator						
Sound Engineer						
Production Designer						
Art Director						
Picture Editor						
Special Effects						
Visual Effects						
Music Composer						

E. PARTICIPATION – ANIMATION

Participants Animation	Surname	First Name (s)	Gender	Race	Nationality (please state citizen / permanent resident)	Passport / Identity Number
Producer(s)						
Co-Producer(s)						
Writer						
Director						
Storyboard Supervisor						
Art Director						
Design Supervisor						
Character Model Supervisor (3D)						
Motion Capture Supervisor						
Animation Director						
Music Composer						
Picture Editor						

F. PARTICIPATION – PERFORMERS

LEAD PERFORMERS (based on screen time)

Surname	First Name (s)	Gender	Race	Nationality (please state citizen / permanent resident)	Passport / Identity Number

2nd LEAD PERFORMERS (based on screen time)
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SUPPORTING PERFORMERS (based on screen time)

Surname	First Name (s)	Gender	Race	Nationality (please state citizen / permanent resident)	Passport / Identity Number

G. FINANCE PLAN			
Sources of Financing (Local and Foreign)	Specify name of company or organisation	Amount in South African currency	Amount in Foreign Currency
Funding :			
Equity Investment			
Private Funds			
Public Funds			
Distributor (s)			
Broadcaster (s)			
Film/Tax Incentive			
Loan			
Other (s) Please specify			
Total Local Finance		% R	% R
Total Foreign Finance		% R	% R
Total Estimated Production Funding		100% R	100% R

H. BUDGET			
	SOUTH AFRICA	CO-PRODUCER	NON-TREATY

ABOVE THE LINE COSTS			
Story			
Producer			
Director			
Cast			
Travel & Living			
TOTAL ABOVE THE LINE COSTS			
BELOW THE LINE COSTS			
PRODUCTION COSTS			
Production Staff			
Camera			
Set Design			
Set Construction			
Set Operations			
Lighting			
Special Effects			
Set Dressing			
Properties			
Extra Talent			
Wardrobe			
Make Up & Hairstylists			
Production Sound			
Transportation			
Location Expense			
Laboratory			

Video Post Production			
Tests			
TOTAL PRODUCTION COSTS			
POST PRODUCTION COSTS			
Editing			
Music			
Post Production Sound POST			
Titles			
Laboratory Processing			
TOTAL POST PRODUCTION COSTS			
Administrative Expenses			
Publicity			
Completion Bond			
Insurance			
Contingency			
OTHER COSTS			
TOTAL ABOVE & BELOW THE LINE			
TOTAL BUDGET			

I.	DETAILS ON THE SOUTH AFRICAN COMPANY (IES)
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SHAREHOLDERS OF THE SOUTH AFRICAN PRODUCTION COMPANY (IES)					
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Legal name (individual, corporation, partnership or sole proprietorship)	% of shares held	Gender	Race	Nationality	South African ID or Passport number

DIRECTORS AND OFFICERS OF THE SOUTH AFRICAN PRODUCTION COMPANY (IES)					
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Last Name	First Name	Designation	Gender	Race	South Africa ID or Passport Number

AUDITORS FOR SOUTH AFRICAN PRODUCTION COMPANY (IES)				
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Name	Address	City	Postal Code	Telephone

LEGAL COUNSEL FOR SOUTH AFRICAN PRODUCTION COMPANY (IES)				
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Name	Address	City	Postal Code	Telephone

FINANCIAL INSTITUTION WHERE SOUTH AFRICAN PRODUCTION COMPANY (IES) BANK				
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Name	Branch	Account Number	Telephone	Contact Person

IN ADDITION TO THIS APPLICATION FORM, THE NFVF REQUIRES OTHER DOCUMENTS TO COMPLETE ITS ASSESSMENT OF YOUR APPLICATION. PLEASE TICK THE LEFT HAND COLUMN BELOW TO CONFIRM THAT THE RELEVANT DOCUMENT HAS BEEN SUBMITTED.

	Application Form	
	Signed copy of the Co-production agreement*	A draft agreement may suffice at this stage, but before completion of the film, we must have a fully signed copy.
	Signed copy of an Assignment of Title and full Chain of Title or full Chain of Title Report*	
	One copy of the full script	A synopsis and/or treatment may suffice at this stage, but before completion of the film we must have the full script.
	Shooting Schedule	A shooting schedule for the entire shoot is required, regardless of the countries where filming is taking place.
	Full Budget (not just top-sheet)	This is also required in addition to the tops sheet budget
	Contracts with primary cast and crew	
	Incorporation documents or registration certificate of the South African production company (ies)*	
	Company's organisational chart, list of the main shareholders, shareholders agreement, company's financial statement for all directly connected companies (documents required once per calendar year)	
	Resumes of scriptwriter(s), director(s) and producer(s)	
	Legible photocopy of passports or other identification documents providing proof of citizenship for all key personnel	

The Co-production department may ask for other documents, which are deemed necessary to assess the application.

The NFVF reserves the right to request any document that is directly or indirectly pertinent to the assessment necessary to determine the eligibility of the South African producer(s) and the project. Please be advised that during the review of your project, the Applicant may be required to provide additional documentation.

NFVF retains the right to keep on file all written material submitted by the applicant in support of an application.

NFVF is subject to the Promotion of Access to Information Act, No.2 of 2000 but all confidential company information will remain confident.

SOUTH AFRICAN PRODUCER STATEMENTS

The undersigned authorised representative of the Applicant

- *authorises the NFVF to discuss the application with the NFVF auditor(s), legal counsel, actual or proposed financier(s) and financier(s), representative(s) of foreign authorities and any other person(s) or entity(ies) connected with the application or project*
- *authorises the NFVF or its authorised representative(s) to perform audits of the project,*
- *declares that the South African producer has not entered into any oral or written agreement or "side deal" that conflicts with any of the provisions of this application*
- *has made and shall make full disclosure to the NFVF of any potential litigation that is likely to jeopardise the project or be detrimental to the project, declares that the information provided herein and attached is accurate and complete, and that the project complies and will continue to comply with South African laws.*
- *Confirms that all the information submitted in the application is correct and accurate and any false declaration on their will result in the advance ruling being revoked by the NFVF where it has been issued.*

SOUTH AFRICAN APPLICANT

Last Name	First Name	Signature	Date

COMPANY STAMP (if available)