



**national film and video foundation**  
SOUTH AFRICA  
an agency of the Department of Sport, Arts and Culture

## APPLICATION FORM FOR FINAL 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

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](mailto:info@nfvf.co.za) Website: [www.nfvf.co.za](http://www.nfvf.co.za)

Councillors:

Ms. Saudah Hamid (Chairperson); Mr. Mthokozisi Radebe (Deputy Chairperson); Ms. Andrea Gordon; Mr. Simon Clarke;  
Ms. Omphemetse Mokgosi; Mr. Tony Ferreira; Mr. Leon van Nierop; Ms. Siphosethu Mtamzeli; Mr. Chad Louw;  
Ms. Nondumiso Madlala; Mr. Sydney James; Ms. Nobuntu Dubazana; Mr. Yazeed Kamaldien;  
Chief Executive Officer: Dr. Vince Blennies

<b>A.</b>	<b>APPLICANT AND PRODUCTION DETAILS</b>		
	<b>A1. TITLE OF PROJECT</b>		
	<b>A2. CONTACT PERSON FOR THIS FILE</b> (please sign last page of this application form)		
	<b>A3. DETAILS OF SOUTH AFRICAN COMPANY</b>		
	<ul style="list-style-type: none"> <li>TITLE OF PROJECT / PREVIOUS TITLE OF PROJECT (if any)</li> </ul>		
	<ul style="list-style-type: none"> <li>NAME OF SOUTH AFRICAN COMPANY/IES (if more than one, please annex details of others)</li> </ul>		
	<ul style="list-style-type: none"> <li>TYPE OF CORPORATE ENTITY (e.g., PTY LTD, Partnership, Special Purpose Vehicle (SPV ETC) (if more than one, please annex details of others)</li> </ul>		
	<ul style="list-style-type: none"> <li>DATE OF INCORPORATION OF THE PRODUCTION COMPANY</li> </ul>		
	<ul style="list-style-type: none"> <li>REGISTRATION NUMBER</li> </ul>		
	<ul style="list-style-type: none"> <li>BUSINESS ADDRESS</li> </ul>	Physical Address	
		City	
		Code	
		Country	
		Tel	
		Fax	
		E-mail	
		Postal Address	
		City	
		Code	

<b>A4. NAME OF HOLDING COMPANY</b>				
Name of Holding Company (if applicable)			Name of Foreign Holding Company (if applicable)	
Company Registration Number			Company Registration Number	
Date of Incorporation			Date of Incorporation	
Business Address			Business Address	
Tel		+	Tel	
Fax		+	Fax	
E-mail			E-mail	

<b>A5. FOREIGN PRODUCTION COMPANY</b>		
<ul style="list-style-type: none"> <li>NAME OF FOREIGN PRODUCTION COMPANY / IES (if more than one, please annex details of others)</li> </ul>		
<ul style="list-style-type: none"> <li>TYPE OF CORPORATE ENTITY (e.g., PTY LTD, Partnership, Special Purpose Vehicle (SPV ETC) (if more than one, please annex details of others)</li> </ul>		
<ul style="list-style-type: none"> <li>DATE OF INCORPORATION OF THE PRODUCTION COMPANY</li> </ul>		
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<ul style="list-style-type: none"> <li>BUSINESS ADDRESS</li> </ul>		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	

<b>CATEGORY</b>		<b>GENRE</b>		<b>ORIGINAL LANGUAGE</b>		<b>DUBBED VERSION</b>	
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

<b>VIDEO</b>			<b>FILM</b>			<b>MULTIMEDIA</b>	
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>B. LOCATION DETAILS</b>
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Location, Dates and Duration of Shooting / Key Animation									
<b>COUNTRY</b>				<b>DATE</b>					<b>DURATION (in days)</b>
		<b>FROM</b>				<b>TO</b>			
	Year	Month	Day		Year	Month	Day		Total Duration

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

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

	<b>NAME OF FACILITY</b>	<b>GEOGRAPHICAL LOCATION</b>								
						<b>DATE</b>				<b>DURATION (in days)</b>
<b>POST</b>				<b>FROM</b>				<b>TO</b>		

<b>PRODUCTION SFX</b>											
			Year	Month	Day		Year	Month	Day		Total Duration

<b>C. RIGHTS AND CHAIN OF TITLE</b>
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*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.*

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

<b>D.</b>	<b>PARTICIPATION – FICTION AND DOCUMENTARIES</b>
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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 <sup>st</sup> 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						

<b>E.</b>	<b>PARTICIPATION – ANIMATION</b>
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<b>Participants Animation</b>	<b>Surname</b>	<b>First Name (s)</b>	<b>Gender</b>	<b>Race</b>	<b>Nationality (please state citizen / permanent resident)</b>	<b>Passport / Identity Number</b>
Producer(s)						
Co-Producer(s)						
Scriptwriter						
Director						
Creative Director						
Animation Director						
Art Director						
Lead Character Artist						
Storyboard Supervisor						
Design Supervisor						
Character Model Supervisor (3D)						
Motion Capture Supervisor						
Rigging Specialist						
Music Composer						
Picture Editor						
Post Supervisor						

<b>F.</b>	<b>PARTICIPATION – PERFORMERS</b>
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LEAD PERFORMERS (based on screen time)					
Surname	First Name (s)	Gender	Race	Nationality (please state citizen / permanent resident)	Passport / Identity Number
2 <sup>nd</sup> LEAD PERFORMERS (based on screen time)					

SUPPORTING PERFORMERS (based on screen time)					
Surname	First Name (s)	Gender	Race	Nationality (please state citizen /	Passport / Identity Number

				permanent resident)	
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<b>G.</b>	<b>PARTICIPATION – FINANCING</b>				

<b>SOURCES OF FINANCING (SA AND FOREIGN)</b>			
	Specify name of company or organisation	Amount in Rand	Amount in Foreign Currency
<b>Funding:</b>			
Equity Investment			
Public Funds			
Private Funds			
Distributor (s)			
Broadcaster (s)			
Film/Tax Incentive			
Loan			
Other (s) Please specify			
<b>Total SA Finance</b>		% R	
<b>Total Foreign Finance</b>		% R	
<b>Total Estimated Production Funding</b>		100% R	

<b>H. BUDGET</b>			
	<b>SOUTH AFRICA</b>	<b>CO-PRODUCER</b>	<b>NON-TREATY</b>

<b>ABOVE THE LINE COSTS</b>			
Story			
Producer			
Director			
Cast			
Travel & Living			
<b>TOTAL ABOVE THE LINE COSTS</b>			
<b>BELOW THE LINE COSTS</b>			
<b>PRODUCTION COSTS</b>			
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			
<b>TOTAL PRODUCTION COSTS</b>			
<b>POST PRODUCTION COSTS</b>			
Editing			
Music			
Post Production Sound POST			
Titles			
Laboratory Processing			
<b>TOTAL POST PRODUCTION COSTS</b>			
Administrative Expenses			
Publicity			
Completion Bond			
Insurance			
Contingency			
<b>OTHER COSTS</b>			
<b>TOTAL ABOVE &amp; BELOW THE LINE</b>			
<b>TOTAL BUDGET</b>			

<b>I.</b>	<b>DETAILS ON THE SOUTH AFRICAN COMPANY (IES)</b>
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SHAREHOLDERS OF THE SOUTH AFRICAN PRODUCTION COMPANY (IES)					
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)					
Last Name	First Name	Designation	Gender	Race	South Africa ID or Passport Number

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					

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

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

FINANCIAL INSTITUTION WHERE SOUTH AFRICAN PRODUCTION COMPANY (IES) BANK				
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.**

<input type="checkbox"/>	Application Form	
<input type="checkbox"/>	Documents required in the Advance Ruling letter (if any)	
<input type="checkbox"/>	Audited production cost report, prepared by a certified accountant independent of the production company	
<input type="checkbox"/>	Final financial structure showing any variance from the original financial structure submitted at the Advance Ruling stage (in Rand) accompanied by all of the South African co-producer's related contracts	
<input type="checkbox"/>	Final itemized breakdown of costs by country (in relevant currencies)	
<input type="checkbox"/>	Final cost report (in Rand) approved by the foreign co-producer	
<input type="checkbox"/>	Complete list of head and tail credits giving the nationality of each participant. This list must be approved and signed by the co-producer. In the case series, the South African co-producer must provide and signed and approved the list of credits for the first and last episodes, as well as a list of any credits that differ in other episodes	
<input type="checkbox"/>	Final Version of Film (All episodes in the case of a television series)	



***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**

<b>Last Name</b>	<b>First Name</b>	<b>Signature</b>	<b>Date</b>

COMPANY STAMP