

NOTE: If you have already applied to Telefilm Canada or to the Canada Media Fund (and indicated that the project is a coproduction), you must apply separately for a Preliminary Recommendation.

**To apply, complete the online application form in Dialogue and upload all documents listed below.**

*\*Please note that links to file hosting services (such as Dropbox, Google Drive, OneDrive, CloudMe, Sugar Sync, etc.) are not accepted. All documents submitted to Telefilm Canada must be in English or French.*

APPLICANT* INFORMATION	
1.	<p><b>Corporate Documentation</b> <i>(to be uploaded in the Organisation section in Dialogue)</i></p> <ul style="list-style-type: none"> <li>Incorporation documents for the Applicant and any parent companies.</li> <li>Declaration of Canadian Status of Corporation and Corporate Information for Applicant <u>and</u> parent company(ies), if applicable <i>(form available on Telefilm website)</i>.</li> </ul> <p><i>* The Applicant must be the Canadian company(ies) responsible for the production of the project. A recommendation will not be issued to a company yet to be incorporated.</i></p>
COPRODUCTION DECLARATIONS, as applicable	
2.	<p><b>Canadian Producer Declaration</b></p> <p>Form required if any writing is done by a Canadian national <i>(form available on the Telefilm website)</i>.</p>
3.	<p><b>Canadian Creator Declaration(s)</b></p> <p>Form required for each Canadian scriptwriter <i>(form available on Telefilm website)</i>.</p>
4.	<p><b>Courtesy Credit Declaration(s)</b></p> <p>Form required for all non-coproducing country courtesy credits <i>(form available on the Telefilm website)</i>.</p> <p>See the <i>How to use coproduction declarations</i> document on Telefilm’s website for more information.</p>
PROOF OF FINANCING/DISTRIBUTION	
5.	<p><b>Financing Agreements</b></p> <p>All available fully-executed agreements in support of the Canadian financial structure (deal memos, commitment letters or short-form agreements may be acceptable at this stage).</p>
6.	<p><b>Distribution Agreement(s)</b></p> <p>Fully executed agreements related to distribution in Canada and the rest of the world, as available.</p>
COPRODUCTION AGREEMENT	
7.	<p><b>Coproduction Agreement</b></p> <p>Fully-executed long-form agreement <i>(please ensure any required clauses from the relevant treaty are included in your agreement)</i>.</p>
CHAIN OF TITLE	
8.	<p><b>Chain of Title Documents</b></p> <ul style="list-style-type: none"> <li>A complete description of the project's development history <b>including the nationalities</b> of all companies and individuals.</li> <li>A transfer of rights agreement between the parent company and the single purpose company (the Applicant), if any.</li> </ul>
NON-TREATY COUNTRY ELEMENTS	
9.	<p><b>Declaration of Non-Treaty Country Elements</b></p> <p>Duly completed declaration of all non-treaty country elements requested for the project <i>(form available on the Telefilm website)</i>.</p> <p><b>Please note that Telefilm has the right to request additional documents.</b></p>