

To apply, complete the online application form 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

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Corporate Documentation
<i>(only required if there have been corporate changes to the Applicant or its group since the Preliminary Recommendation)</i></p> | <p>NEW: The Declaration of the Applicant’s Canadian Status, and its Shareholders and Directors is now an electronic form that can be found in a new section called “Corporate Information” in Dialogue, under the My Organizations record. Please fill out this new section for the applicant company and, if applicable, for the parent company(ies) and for any other shareholder company that has a Dialogue account. Only members with access to the Organization profile (generally the Administrator) can access this section. See the Corporate Information User Guide for more information.</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

COPRODUCTION DECLARATIONS, if applicable

- | | |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <p>2. Canadian Producer Declaration</p> | <p>Form required if a Canadian Producer Declaration was submitted at Preliminary Recommendation.</p> |
| <p>3. Creator Declaration</p> | <p>Only if additional Canadian authors have been hired since the Preliminary Recommendation.</p> |
| <p>4. Courtesy Credit Declaration</p> | <p>Form required if additional non-coproducing country courtesy credits were given after the Preliminary Recommendation stage.</p> |

*Forms available on the Telefilm [website](#)
See the *How to use coproduction declarations* document for more information.*

COST REPORTS

- | | |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>5. Final Canadian Cost Documentation</p> | <p><u>For productions where the Canadian producer’s share of the budget is in excess of \$500,000:</u> a final certified activity cost statement accompanied by an independent auditor’s report;
OR
<u>For productions where the Canadian producer’s share of the budget is in excess of \$250,000 but equal to or less than \$500,000:</u> a final certified activity cost statement accompanied by an independent public accountant’s review engagement report;
OR
<u>For productions where the Canadian producer’s share of the budget is equal to or less than \$250,000:</u> an uncertified final cost report, supported by a Final Costs Declaration (document available on the Telefilm website).</p> |
| <p>6. Final Coproducer’s Cost Report</p> | <p>Final foreign cost report (in \$CAN or including the exchange rate) dated and signed by the coproducer.</p> |

COPRODUCTION AGREEMENT

- | | |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <p>7. Final Coproduction Agreement</p> | <p>Final coproduction agreement with any amendments signed after the preliminary recommendation, if applicable.</p> |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------|

CREATIVE AND TECHNICAL MATERIAL

8.	Final Screen Credits	Complete list of head and tail credits indicating the nationality of each individual and company (for series, a master credit list incorporating all per-episode changes).
9.	Hyperlink of Final Production	Free access link to the final version of the Production on a digital platform valid for a minimum duration of 2 years (2 episodes for a series).
NON- COPRODUCING COUNTRY ELEMENTS		
10.	Declaration of Non-Coproducing Country Elements	Duly completed declaration of all non-treaty elements (<i>form available on the Telefilm website</i>).
PRELIMINARY RECOMMENDATION CONDITIONS		
11.	Outstanding Documents	Documentation in respect of any conditions set out in the Preliminary Recommendation letter
Please note that Telefilm has the right to request additional documents.		