

# Library and Archives Canada (“LAC”) Delivery Requirements for Feature Films

27 October 2020

Producers are required to submit certain delivery requirements to Library and Archives Canada (LAC). Proof of acceptance of these requirements by LAC is required by Telefilm as a condition of payment in the Telefilm production financing agreement. The list of LAC requirements (along with LAC’s address) is identified in the General Terms of the Telefilm Agreement. As of October 27, 2020, they are:

- i. **one unencrypted Digital Cinema Package (DCP)** (compliant to SMPTE 429 or Interop guidelines) as follows:
  - DCPs should be delivered to LAC on external, ruggedized hard drives that support USB 3.0 interface standards;
  - hard drives should be formatted NTFS or Linux EXT2/3;
  - if the production shoots on film but moves to DCP, please submit a DCP;
- ii. a list of the **names and addresses of all rights holders** along with a **full list of credits** for the Production

For Producers with a Telefilm Agreement that includes different list of LAC deliverables (e.g. also requiring a DVD or Blu ray copy), there are two options:

- (1) Send the updated list of requirements (above) to LAC\*; OR
- (2) Send the list of requirements identified in the signed Telefilm Agreement.

Producers are also required to ensure that a preservation copy (original and/or a master copy) of the Production will be maintained in appropriate storage conditions.

Please refer to the General Terms of the Telefilm Agreement for more information.

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*\*No approval is required by LAC or Telefilm to deliver the updated set of requirements instead of the contracted set. While it is not necessary to contact LAC in this matter, calls related to producers with older contracts who wish to submit updated deliverables can contact LAC at: [bac.telefilmcanada-telefilmcanada.lac@canada.ca](mailto:bac.telefilmcanada-telefilmcanada.lac@canada.ca)*