

**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.

<b>APPLICANT INFORMATION</b>	
1.	<p><b>Corporate Documentation</b> <i>(to be uploaded in the Organization section in Dialogue)</i></p> <p>Declaration of Canadian Status of Corporation and Corporate Information for applicant <b>including</b> parent company(ies), if applicable (<b>valid for one year</b>) <i>(form available on Telefilm website).</i></p>
<b>NATARISED AFFIDAVITS</b>	
2.	<p><b>Canadian Producer Affidavit</b></p> <p>Notarised final affidavit signed by the Canadian producer <i>(form available on the Telefilm website).</i></p>
3.	<p><b>Courtesy Credit Affidavits</b></p> <p>Notarised form required for any additional non-coproducing country courtesy credits <i>(form and guidance document available on the Telefilm website).</i></p>
<b>COST REPORTS</b>	
4.	<p><b>Final Canadian Cost Documentation</b></p> <p><u>For productions where the Canadian producer's share of the budget is \$500,000 or more:</u> a final certified activity cost statement accompanied by an independent auditor's report; <b>OR</b> <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; <b>OR</b> <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 an affidavit (document available on the Telefilm website).</p>
5.	<p><b>Final Coproducer's Cost Report</b></p> <p>Final foreign cost report (in \$CAN or including the exchange rate) <b>dated and signed</b> by the coproducer.</p>
<b>CREATIVE AND TECHNICAL MATERIAL</b>	
6.	<p><b>Final Screen Credits</b></p> <p>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). This list must be <b>signed</b> by the Canadian producer.</p>
7.	<p><b>DVD of Final Production</b></p> <p>DVD or equivalent (2 episodes for a series).</p>
<b>NON-TREATY ELEMENTS</b>	
8.	<p><b>Declaration of Non-Treaty Elements</b></p> <p>Duly completed declaration of all non-treaty elements <i>(form available on the Telefilm website).</i></p>
<b>PRELIMINARY RECOMMENDATION CONDITIONS</b>	
9.	<p><b>Outstanding Documents</b></p> <p>Documentation in respect of any conditions set out in the Preliminary Recommendation letter <i>(this point concerns only projects whose preliminary recommendation was submitted in e-telefilm).</i></p>

**Please note that Telefilm has the right to request additional documents.**