

To apply, complete the online application form & upload the documents below using eTelefilm: <http://www.telefilm.ca/eTelefilm>

ALL THE DOCUMENTS IN THIS LIST (BELOW) MUST BE SUBMITTED AT TIME OF APPLICATION.

All documents submitted to Telefilm Canada must be in English or French.

GENERAL	
1.	<p>Documents from preliminary recommendation letter</p> <p>Documents required in the preliminary recommendation letter</p>
NOTORIZED AFFIDAVITS	
2.	<p>Canadian Producer’s Affidavit – Final Recommendation</p> <p>Notarized. <i>(form available on Telefilm website)</i></p>
3.	<p>Exemption for Courtesy Credit Affidavit</p> <p>Notarized Affidavit for Non-Canadian / Non-coproducing country courtesy credit, if applicable. <i>(for available on Telefilm website)</i></p>
FINANCING INFORMATION	
4.	<p>Final Costs Documentation</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</p> <p>OR</p> <p><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</p> <p>OR</p> <p><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>Final Cost Report – Canadian Costs</p> <p>Final detailed cost report for the Canadian producer’s share of final costs.</p>
6.	<p>Final Cost Report – Consolidated</p> <p>Consolidated cost report (in \$CAN) <u>including one column for each country, approved and signed</u> by the foreign coproducer(s).</p> <p>OR</p> <p>Foreign coproducer(s)’s final cost report (in \$CAN or including the exchange rate) approved and signed by the foreign coproducer(s).</p>
CREATIVE and TECHNICAL MATERIAL	
7.	<p>Final Screen Credits</p> <p>Complete list of head and tail credits indicating the nationality of each participant and for series, a master credit list indicating all per-episode changes. This list must be approved and signed by the Canadian producer.</p>
8.	<p>DVD of Final Production</p> <p>DVD or equivalent (2 episodes for a series)</p>