GENERAL PRODUCTION QUEUE
THE FLORIDA ENTERTAINMENT INDUSTRY FINANCIAL INCENTIVE APPLICATION

filmoflorida.com
The Florida Office of Film and Entertainment

PLEASE NOTE: Applicant shall electronically submit an application no earlier than 180 days before the first day of principal photography or project start date

PROJECT TITLE:

COMPANY:

APPLICATION DATE:

FOR OFE USE ONLY		
TIME/DATE RECEIVED	COMPLETION DATE	DATE CERTIFIED BY DSBD **OFE - -11/12**
AMOUNT OF CERTIFICATION	DATE QUALIFIED BY OFE	PROJECT NUMBER

CERTIFICATION PERCENTAGE (check all that apply - No qualified production shall be eligible for more than 30% of its actual qualified Florida expenses.)

- ☐ 20% Standard Tax Credit
- ☐ 5% Off Season Bonus: (75% of production's principal photography occurs between June 1st and Nov 30th) Applies only to Feature Films, Independent Films, Television Series or a Television Pilot.
- ☐ 5% Family Friendly Bonus: (Must meet strict criteria. Refer to Definitions) Applies only to theatrical productions, direct-to-video productions and video games.
- ☐ 5% Qualified Production Facility Bonus: (More than 50% of production's principal photography must take place at the facility) Only applies to qualified expenditures incurred at the qualified production facility.
- ☐ 5% Qualified Digital Media Production Facility Bonus: (More than 50% of a production's qualified expenses must be incurred at the facility) Only applies to qualified expenditures incurred at the qualified production facility.
- ☐ 5% Underutilized Region Bonus: (Qualified production must incur a minimum of 85% of its total qualified Florida expenditures in a designated underutilized region)
- ☐ 15% Florida Student/Recent Graduate Bonus: (Applies to compensation paid to students enrolled full-time in film & entertainment or digital media-related course of study at a Florida institution of higher learning. This credit also applies to persons hired within 12 months of graduation from the same course of study, applicable only to the first 12 months of compensation)

SECTION ONE: APPLICANT/COMPANY INFORMATION

The applicant is any corporation, partnership, limited liability corporation (LLC), or other legal entity or individual that is principally engaged in the production of the "qualified project" in this state.

Applicant/Company Name:

Applicant Title:

Company Address:

CITY: STATE: ZIP CODE: COUNTRY:

PHONE: CELL PHONE:

FAX: EMAIL:

Name of Parent Company (if applicable):

Federal Employer Identification number: Unemployment Compensation ID number:

Florida Sales Tax Registration number: Florida Sales Tax Exemption number:

Is the business unit minority owned: ☐ YES ☐ NO

TYPE OF ENTITY:

☐ Corporation	☐ Subchapter S Corporation	☐ Limited Liability Company
☐ Partnership	☐ Individual Proprietorship	☐ Other

Note: If the applicant is an LLC, a partnership, or an S Corporation, list the names, addresses, and FEINs or SSNs for all members, partners, or shareholders and their respective percentages.

Name	Address	FEIN OR SSN	Percentage of ownership

REQUIRED

Reminder: Applicants must provide proof of financing to the Office of Film & Entertainment (OFE) within 90 days of the application date or prior to the start-date of the project, whichever occurs first.

Financial Information

Method of Financing:

Financing Entity

Company:

Contact Name: Title:

Address:

Phone: Fax:

SECTION TWO: PRODUCTION INFORMATION AND DETAIL

Type of Production

- ☐ Theatrical Motion Picture
- ☐ Direct-to-Video Motion Picture
- ☐ Made for Television Movie
- ☐ Visual Effects or Digital Animation Sequence produced in conjunction with a Motion Picture
- ☐ Documentary Film
- ☐ Digital Media Project
- ☐ Video Game
- ☐ Commercial
- ☐ Music Video
- ☐ Other: _____

_____

- ☐ Television Production
- ☐ Television Series Pilot or Presentation
- ☐ Television Series _____ # of episodes

(Check type below)

- ☐ Drama
- ☐ Show
- ☐ Comedy
- ☐ Soap Opera
- ☐ Telenovela
- ☐ Game Show
- ☐ Miniseries
- ☐ Other/Explain: _____

_____

Production Contact (for incentive inquiries)

Name:

Title:

Address:

City: State: Zip Code: Country:

Phone: Cell Phone: Fax:

Email:

Marketing Requirement Deliverable Contact

Name:

Email: Phone: Cell Phone:

Executive Producer

Name:

Email: Phone: Cell Phone:

Director (Project Leader)

Name:

Email: Phone: Cell Phone:

Producer (Program Manager)

Name:

Email: Phone: Cell Phone:

Writer (Creative Director/Lead Designer)

Name:

Email: Phone: Cell Phone:

Production Manager (Art Director)

Name:

Email: Phone: Cell Phone:

Line Producer (Technical Director)

Name:

Email: Phone: Cell Phone:

Production Accountant (Sr. Financial Analyst)

Name:

Email: Phone: Cell Phone:

Distributor Information (if known)

Name:

Title:

Address:

City: State: Zip Code: Country:

Phone: Cell Phone: Fax:

Email:

Completion Bond Company (if utilized)

Name:

Title:

Address:

City: State: Zip Code: Country:

Phone: Cell Phone: Fax:

Email:

Production Insurance Company (if known)

Name:

Title:

Address:

City: State: Zip Code: Country:

Phone: Cell Phone: Fax:

Email:

Production Payroll Service (if known)			
Name:			
Title:			
Address:			
City:	State:	Zip Code:	Country:
Phone:	Cell Phone:	Fax:	
Email:			

Publicist			
Name:			
Title:			
Address:			
City:	State:	Zip Code:	Country:
Phone:	Cell Phone:	Fax:	
Email:			

SECTION THREE: FLORIDA PROJECT SCHEDULE

Florida Project Schedule	**Start Date**	**End Date**	**Total Days**
Prep			
Principal Photography/Production			
Additional Photography & Reshoots (if applicable)			
Post Production (if in Florida)			
Principal Photography/Production at Qualified Facility			
Projected percentage of principal photography/project production at qualified production facility: _____ %			

Projected Release/Premiere Date:

Principal Photography/Production will occur in: (Total number of days must match total principal photography/production days above.)

County:	City:	# Of Days:
County:	City:	# Of Days:
County:	City:	# Of Days:
County:	City:	# Of Days:
County:	City:	# Of Days:
County:	City:	# Of Days:
County:	City:	# Of Days:
County:	City:	# Of Days:

SECTION FOUR: ESTIMATED FLORIDA EMPLOYMENT INFORMATION

Productions must meet the minimum Florida resident employment requirement or may forfeit certification. The minimum Florida resident employment requirement for all production types is 50% - excluding Digital Media Projects which has a minimum of 75%.

Above The Line	FL Residents		Non-FL Residents	
Principal Players	#	$	#	$
Supporting Cast	#	$	#	$
Day Players	#	$	#	$
Extras	#	$	#	$
Stand-Ins	#	$	#	$
Production Crew	#	$	#	$
Total Above The Line	#	$	#	$
Below The Line	**FL Residents**		**Non-FL Residents**	
Production Crew	#	$	#	$
Student/Recent Grad Crew	#	$	#	$
Post Production	#	$	#	$
Total Below The Line	#	$	#	$
Digital Projects	**FL Residents**		**Non-FL Residents**	
Student/Recent Grad Crew	#	$	#	$
Total Project Staff	#	$	#	$

SECTION FIVE: ESTIMATED FLORIDA QUALIFIED EXPENDITURES

Total Qualified Florida Expenditures (Including Total Florida Wages):	$
Total Qualified Florida Expenditures Incurred in Underutilized Region:	$
Total Qualified Florida Wages:	$
Estimated # of Florida Hotel/Lodging Room Nights:	#
Estimated Florida Lodging Expenditures:	$
Estimated Florida Lab & Processing Expenditures:	$
Estimated Florida Post Production Expenditures:	$

SECTION SIX: PRODUCTION IMPACT INFORMATION

1. What role has Florida's incentive(s) played in your production's decision to produce this project in Florida? If there are other countries or states that competed for (or are competing) for this project, please list them and why you considered or are considering them.

2. Please list any criminal or civil fines or penalties and/or any awards that the parent company, or business unit (if applicable) has received.

SECTION SEVEN: REQUIRED DOCUMENTS

Per Step 4 of the Application Instructions: Hard and electronic copies (DVD/CD or thumb drive) of all documentation must be provided, and must be received by 5 pm EST the following business day in order for your application to be considered complete.

Proof of Financing is required for all projects within 90 days or before start date.

FILMS & DOCUMENTARY FILMS

- ☐ Florida Qualified Expenditures budget (Industry Standard Budgeting Program)
- ☐ Script or Screen Play or Story Boards
- ☐ Synopsis (if no script, detailed Synopsis)
- ☐ Shooting Schedule (w/production dates) or Production Calendar
- ☐ Day Out Of Days (Actor Work Detail) if applicable
- ☐ Request for Confidentiality (details at filminflorida.com) - OPTIONAL

VISUAL EFFECTS & ANIMATION

- ☐ Florida Qualified Expenditures budget (Industry Standard Budgeting Program)
- ☐ Script or Story Boards
- ☐ Detailed Treatment (Animated Films)
- ☐ Original Concept Art
- ☐ Shot List (if applicable)
- ☐ Project Production Schedule (including anticipated start and completion dates)
- ☐ Request for Confidentiality (details at filminflorida.com) - OPTIONAL

DIGITAL MEDIA PROJECTS

- ☐ Florida Qualified Expenditures budget (Industry Standard Budgeting Program)
- ☐ Script or Story Boards
- ☐ Synopsis (if no script, detailed Synopsis)
- ☐ Shooting Schedule (w/ production dates) or copy of Production Board or Project Production Schedule
- ☐ Production Schedule
- ☐ Request for Confidentiality (details at filminflorida.com) - OPTIONAL

TELEVISION PROJECTS

- ☐ Florida Qualified Expenditures budget (Industry Standard Budgeting Program)
- ☐ Script or Screen Play or Story Boards
- ☐ Synopsis (if no script, detailed Synopsis)
- ☐ Shooting Schedule (w/production dates) or Production Calendar
- ☐ Request for Confidentiality (details at filminflorida.com) - OPTIONAL

VIDEO GAMES

- ☐ Florida Qualified Expenditures budget (Industry Standard Budgeting Program)
- ☐ Game Design Document
- ☐ Project Production Schedule (including anticipated start and completion dates)
- ☐ Request for Confidentiality (details at filminflorida.com) - OPTIONAL

COMMERCIALS & MUSIC VIDEOS

- ☐ Florida Qualified Expenditures budget (Industry Standard Budgeting Program)
- ☐ Synopsis or Story Boards
- ☐ Daily Call Sheets for each commercial/music video
- ☐ Crew list for each commercial/music video
- ☐ Production Stills, Posters if applicable (If not available at time of application, applicant agrees to provide them to OFE when available)
- ☐ DVD of each finished commercial and/or music video
- ☐ Request for Confidentiality (details at filminflorida.com) - OPTIONAL

SECTION EIGHT: FRAUDULENT CLAIMS

Per Florida Statue 288.1254 "Any applicant that submits fraudulent information under this section is liable for reimbursement of the reasonable costs and fees associated with the review, processing, investigation, and prosecution of the fraudulent claim. An applicant that obtains a credit payment under this section through a claim that is fraudulent is liable for reimbursement of the credit amount plus a penalty in an amount double the credit amount. The penalty is in addition to any criminal penalty to which the applicant is liable for the same acts. The applicant is also liable for costs and fees incurred by the state in investigating and prosecuting the fraudulent claim."

SECTION NINE: SIGNATURE

(Signature of Authorized Officer)

(Print or Type Name of Authorized Officer)

(Title of Authorized Officer)

(Company)

(Company Address)

(Phone number)

(Email Address)

(Fax number)

(Date)

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