Because the Film, Television and Entertainment Rebate Fund Program has limited funding, applications are accepted on a first come, first served basis. Applications must be submitted before beginning the Qualifying Production Activity in the District of Columbia. Applications must be complete, and a signature is required.

Please complete this form, along with required documentation, prior to beginning the qualified production activity in the District of Columbia. If more space is required to answer any of the questions, please attach additional documents to the application. For more information, please call (202) 727-6608 or email filmdc.incentive@dc.gov.

*Note*: While it is understood that start dates may change, the **APPLICANT MUST be scheduled to begin qualified production activity in the District during the same fiscal year as the date on the Qualifying Project Letter, unless the Applicant is granted an “Extension Waiver” from the Office of Motion Picture and Television Development.**

**Applicant / Production Company Information**

|  |  |
| --- | --- |
| **Production Company Information: (*name of company receiving the rebate*)** | |
| Company name: | |
| Website: | |
| How long has company been in business? | |
| Description of company: | |
| Production credits: | |
| Address: | |
| City, State, Zip: | |
| Work phone: | Fax: |
| Name of authorized person submitting request: | |
| Title: | |
| Work phone: | Fax: |
| Cellphone: |  |
| E-Mail: | |
| Director: | Producer: |
| Line producer: | Talent: |
| Resumes for cast and crew may be sent to: | |

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| **Parent Company, if applicable** |
| Name: |
| Address: |
| City, State, Zip: |
| Contact: |
| Title: |
| Email address: |
| Work phone: |
| Cellphone: |
| Type of production company: |

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| **Applicant’s Type of Entity:** | | | |
| Profit | | Non-Profit | |
| Corporation | Partnership | | Limited Liability Company |
| S Corporation | Individual Proprietorship | | Other: |
| Federal Taxpayer ID Number: | | | |

**Production Information**

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| **Production Title:** |
|  |

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| **Type of Production:** | |
| Feature Film | Commercial |
| Television Series - No. of episodes: | Documentary |
| Television Pilot | Music Video |
| Television Film | Other: |

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| --- | --- |
| **Budget Information:** | |
| Is the project fully funded? | |
| If not, what percentage is funded? | |
| Total Projected Budget: | Estimated District Spend: |
| Pre-Production: | DC Pre-Production: |
| Production: | DC Production: |
| Post-Production: | DC Post:-Production |
| Total estimated qualified expenditures in the District of Columbia: | |

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| Total estimated investment in qualified film and digital media infrastructure projects in DC associated with an identified qualified production: |
| Total estimated qualified job training expenditures: |
| Total estimated qualified production expenditures: |
| Total estimated qualified personnel expenditures: |

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| **Anticipated Production Schedule:** | | | | | | |
|  | **Start**  **Date** | **End**  **Date** | **No. of**  **Days** | **DC Start**  **Date** | **DC End**  **Date** | **No. of**  **Days** |
| Prep / Pre-Production |  |  |  |  |  |  |
| Principal Photography |  |  |  |  |  |  |
| Add’l Photography (if any) |  |  |  |  |  |  |
| Wrap |  |  |  |  |  |  |
| Post-Production |  |  |  |  |  |  |
| District of Columbia Production Office Closed | | Date: | | | | |
| Weekly Shooting Schedule: | | 5 day week  6 day week  other - details: | | | | |
| Total number of shooting days: | | | | | | |
| Total number of shooting days in the District of Columbia: | | | | | | |
| Projected release/air date: | | | | | | |
| Other states or countries where filming will occur: | | | | | | |
| Anticipated locations where filming will occur: | | | | | | |
| Any specific identifiable locations, such as open public spaces, commercial districts, identifiable attractions, traditional downtown areas, public landmarks, residential areas, or other similar areas: | | | | | | |
| Whether the production will involve permanent improvements to such identifiable locations: | | | | | | |

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| --- | --- |
| **Employment Information:** | |
| **Production Crew:** | |
| Estimate of the total number of employees (resident and non-resident) working in the District of Columbia while on-location in the District of Columbia: |  |
| Estimate of the total number of District residents to be hired as crew members while on-location in the District of Columbia: |  |
| **Actors and Extras:** | |
| Estimate of the total number of employees (resident and non-resident) working in the District of Columbia while on-location in the District of Columbia: |  |
| Estimate of the total number of District residents to be hired as actors or extras while on-location in the District of Columbia: |  |
| Total Projected wages to be paid in the District of Columbia while on-location in the District of Columbia: |  |
| **District Businesses and Certified Business Enterprises:** | |
| Estimate of the total number of Certified Business Enterprises registered District business entities estimated to use: |  |

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| **Economic Impact on the District of Columbia:** |
| Private capital invested in project: |
| Public money and/or dollar value of in-kind services provided to project: |
| Importance of the rebate to the production: |
| Relevance of the project to the community or communities in which it will be made: |
| Extent to which the production will produce employment opportunities for District youth: |
| Extent to which the project will produce job training opportunities: |
| Extent to which the project will create apprenticeships for District residents: |
| Extent to which the project will create jobs for District residents: |
| In the case of a qualified production, agree to contain a 5-second long “Filmed in the District of Columbia” credit and logo(s) provided by the MPTD in the final production, and a link to the District of Columbia and Destination DC on the project’s web page, as directed by the MPTD. In lieu of this recognition, the qualified production company may offer alternative marketing opportunities to be evaluated by the MPTD to ensure that those opportunities offer equal or greater promotional value to the District of Columbia: |
| Whether the production will establish temporary hotel or other occupancy arrangements in the District for its principals and out-of-state crew: |
| Plan to establish a long-term, sustainable media production footprint in the District, if any: |
| Whether the applicant will locate its permanent or temporary production offices in the District: |
| Whether the applicant has applied, plans to apply, or received any incentive support from a different District agency for the same project: |
| Whether the production will have a premiere in the District of Columbia: |
| In the absence of the rebate, will the production be produced in a location other than the District of Columbia? If so, where? |
| Extent to which the production may have the effect of promoting the District of Columbia as a tourist destination: |

**Attachments**

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| **Please attach the following documentation to your application.** |
| Production Budget |
| Proposed Production Schedule |
| Script [may be waived by MPTD] |
| Evidence of Bona Fide Film Distribution Plan, including the date the completed content will be released for distribution, or has the secured financing in place to effectively self-distribute the content |
| Proof of Financing, Insurance Policy or Copy of Completion Bond, including bank statements, commitment letters and term sheets |

**Addendums**

If applicable, please also complete the (1) Addendum - Application for Digital Interactive Media Production; and/or the (2) Addendum – Application for Base Infrastructure Investment.

**Certification by Applicant**

Applicant is responsible for accuracy of all data and documentation included in this application. Applications are submitted to the Office of Motion Picture and Television Development (MPTD), 200 I Street, SE, Suite 1800, Washington, DC 20003. Once submitted, applications will become the property of the MPTD. It is the applicant’s responsibility to inform the MPTD in the event that there are changes to any information on the application. Amendments must be made in writing to MPTD, 200 I Street, SE, Suite 1800, Washington, DC 20003.

Upon written request, applicants shall issue any necessary authorization to the appropriate federal or local authority for the release of information concerning a production being considered under these administrative rules, including but not limited to financial reports and records relating to the applicant or to the production for which this rebate is requested.

By signing below, the applicant certifies that all the information contained herein and exhibits attached hereto are true to the best of their knowledge and are submitted for the purpose of obtaining film rebates through the MPTD.

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*Signature of Authorized Representative Date (mm/dd/yy)*

*Printed Name and Title*

*Work phone Cell phone*

*Email*

**\*\*For Office Use Only - Certification by the Office of Motion Picture and Television Development**

*Date*

*Certification #*

**Addendum - Application for Interactive Digital Media Production**

**Applicant Information**

|  |  |
| --- | --- |
| **Applicant/Production Company: (*name of company receiving the rebate*)** | |
| Company name: | |
| Website: | |
| How long has company been in business? | |
| Description of company: | |
| Address: | |
| City, State, Zip: | |
| Work phone: | Fax: |
| Name of authorized person submitting request: | |
| Title: | |
| Cellphone: | Fax: |
| E-Mail: | |

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| **Parent Company, if applicable** |
| Name: |
| Address: |
| City, State, Zip: |
| Contact: |
| Title: |
| Email address: |
| Work phone: |

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| **List Key Company Personnel below (as applicable):** |
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| --- | --- | --- | --- |
| **Organization of Production Company:** | | | |
| Profit | | Non-Profit | |
| Corporation | Partnership | | Limited Liability Company |
| S Corporation | Individual Proprietorship | | Other: |
| Federal Taxpayer ID Number: | | | |

**Interactive Digital Media Project Description**

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| --- |
| **Project Title:** |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Type of Production:** | | | | | | | |
| Video game: | | | Console game: | | | | |
| Handheld console game: | | | Mobile electronic device game: | | | | |
| Massively multi-player online video game and virtual world that meets the requirement of multi-market distribution via the Internet or any other channel of exhibition: | | | | | | | |
| Check all that apply: | | | | | | | |
|  | **MMO** | **Social Media Games** | | **Casual Game** | **Serious Game** | **Virtual World** | **Other (please describe)** |
| Type of interactive product or service |  |  | |  |  |  |  |
| Employ electronics |  |  | |  |  |  |  |
| Contain or create computer-controlled virtual universe\*\*\* |  |  | |  |  |  |  |
| Contain (3 of 6) |  |  | |  |  |  |  |
| Animated graphic |  |  | |  |  |  |  |
| Static graphic |  |  | |  |  |  |  |
| Sound |  |  | |  |  |  |  |
| Text |  |  | |  |  |  |  |
| 2D or 3D geometry |  |  | |  |  |  |  |
| Scoring or tracking |  |  | |  |  |  |  |
| \*\*\*Contain or create computer-controlled virtual universe, within which individual using the program may interact to generate visual feedback and achieve goal, determined by player skill and/or luck. | | | | | | | |

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| **Additional Information:** |
|  |

**Signature**

I certify under penalty of perjury under the laws of the District of Columbia that I have examined this application, and to the best of my knowledge and belief, it and all of the attached information and documentation are true and correct.

|  |
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|  |

*Signature of Authorized Representative Date (mm/dd/yy)*

*Printed Name and Title*

*Work phone Cell phone*

*Email*

Please submit application by email (filmdc.incentive@dc.gov) or deliver to: Office of Motion Picture and Television Development, 200 I Street, SE, Suite 1800, Washington, DC 20003

**Addendum - Application for Base Infrastructure Investment**

**Applicant/Company Information**

|  |  |
| --- | --- |
| **Applicant Information: (*name of company receiving the rebate*)** | |
| Company name: | |
| Website: | |
| How long has company been in business? | |
| Description of company: | |
| Other infrastructure built: | |
| Address: | |
| City, State, Zip: | |
| Work phone: | |
| Cell phone: | Fax: |
| Name of authorized person submitting request: | |
| Title: | |
| Phone: | Fax: |
| E-Mail: | |

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| **Parent Company, if applicable** |
| Name: |
| Address: |
| City, State, Zip: |
| Contact: |
| Title: |
| Email address: |
| Work phone: |
| Cellphone: |
| Type of company: |

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| --- | --- | --- | --- |
| **Applicant’s Type of Entity:** | | | |
| Profit | | Non-Profit | |
| Corporation | Partnership | | Limited Liability Company |
| S Corporation | Individual Proprietorship | | Other: |
| Federal Taxpayer ID Number: | | | |

**Base Infrastructure Investment Information**

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| --- |
| **Description Infrastructure Investment:** |
| Address: |
| Ward: |
| Description of infrastructure: |
| Description of base infrastructure investment in the District: |
| Does the project involve rehabilitating or renovating existing infrastructure? If so, what is the purpose of the existing infrastructure? |
| Purpose: |
| Need: |
| Size/square feet: |
| What percentage will be used for production or postproduction activities? |

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| **Budget Information:** |
| Is the project fully funded? |
| If not, what percentage is funded? |

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| Applicant’s estimated base infrastructure investment in the project: |

|  |  |
| --- | --- |
| **Employment Information:** | |
| **Project Staff:** | |
| Estimate of the total number of employees (resident and non-resident) working in the District of Columbia on-site on the project: |  |
| Estimate of the total number of District residents to be hired as staff for the project while on-site in the District of Columbia: |  |
| Total Projected Wages to be paid in the District of Columbia while working on the project in the District of Columbia: |  |
| **District Businesses and Certified Business Enterprises:** | |
| Estimate of the total number of Certified Business Enterprises registered District business entities estimated to use: |  |

|  |
| --- |
| **Economic Impact on the District of Columbia:** |
| Private capital invested in project: |
| Public money and/or dollar value of in-kind services provided to project: |
| Importance of the rebate to the project: |
| Relevance of the project to the community or communities in which it will be made: |
| Extent to which the project will produce employment opportunities for District youth: |
| Extent to which the project will produce job training opportunities: |
| Extent to which the project will create apprenticeships for District residents: |
| Extent to which the project will create jobs for District residents: |
| Extent to which the project will promote development and neighborhood revitalization in the District: |
| How will the project offer marketing and promotional opportunities to the District of Columbia: |
| Plan to establish a long-term, sustainable media production footprint in the District, if any: |
| Whether the applicant will locate its permanent or temporary production offices in the District: |
| Whether the applicant has applied, plans to apply, or received any incentive support from a different District agency for the same project: |

**Attachments – Infrastructure Investment**

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| --- |
| **Please attach the following documentation to your application.** |
| Project Budget |
| Project Schedule/Timeline |
| Architectural Rendering [may be waived by MPTD] |
| Proof of Financing, Insurance Policy or Copy of Completion Bond, including bank statements, commitment letters and term sheets |

**Signature**

I certify under penalty of perjury under the laws of the District of Columbia that I have examined this application, and to the best of my knowledge and belief, it and all of the attached information and documentation are true and correct.

|  |
| --- |
|  |

*Signature of Authorized Representative Date (mm/dd/yy)*

*Printed Name and Title*

Please submit application by email (filmdc.incentive@dc.gov) or deliver to: Office of Motion Picture and Television Development, 200 I Street, SE, Suite 1800, Washington, DC 20003