Reset Form

Claim Form

Nova Scotia Film and Television Production Incentive Fund

1. General Information

Company and Project

Applicant Company Name _____

Nova Scotia Registry of Joint Stocks ID # _____

Parent Company Name _____

Nova Scotia Registry of Joint Stocks ID # _____

Project (Production) Name _____

Is this a co-production? ❑ Yes ❑ No

If so, provide the company name and contact: _____

Company Ownership and Control

Confirm for each criteria which percentage range applies to the Nova Scotian Ownership and Control:

	50% or greater	Less than 50%
1. Percentage of voting shares in the production company	❑	❑
2. Percentage of rights to the production	❑	❑
3. Percentage of creative and financial control over production	❑	❑
4. Percentage of profits arising through the exploitation of the production	❑	❑

Was an exemption granted at the application stage? ❑ Yes ❑ No

2. Production Statistics

General Production Information

Genre: _____

Type of Production: _____

Production Crew and Shooting Days

Production crew Enter total numbers in boxes provided.

Total Crew Employed	Nova Scotia Crew Employed	
# Individuals employed in Head of Department Positions	# NS Residents employed in Head of Department Positions	NS Trainees Employed
Crew Members Employed	NS Crew Members	Eligible NS Labour ($)
Performers*	NS Principal Performers	

* Excludes background performers

Principal Photography		
Start Date of Principal Photography	Completion of Final Print Date**	Total Number of Shoot Days 0

** Final Print refers to the completed Production that will be delivered to the broadcaster/distributor for public viewing. For productions with more than one episode, the final print date is the date of the last episode.

Nova Scotia Shooting Days				
Number of Days in NS	Number of Days✦ in Zone A Greater than 100 kms up to 150 kms from Halifax City Hall	Number of Days✦ in Zone B Greater than 150 kms from Halifax City Hall	Number of Days✦ in Rural NS outside of Zone A and B Greater than 30 kms up to 100 kms from Halifax City Hall	Total Days in Rural NS
				0

✦ If there are no days of filming enter "0" in the applicable column.

Actual Shooting Location(s)

Country	County/ Province	Community	Civic Number, Street Name, and Postal Code (if applicable)	Number of Shooting Days

Production Costs

Total Costs	Nova Scotia Costs
Total Production Costs	Total Eligible NS Costs
Total Post-Production Costs	Total NS Post-Production Costs

3. Incentive Calculation

Head of Department (HoD) Positions (calculation for incentive purposes)

Total Number of Head of Department positions _____	**# of Individuals**	**Equaling # of NS HoD positions**
• Number of NS Residents employed in HoD positions, listed in section 5 of the **guidelines**.	_____	_____
• In the event that one individual Nova Scotian serves in multiple HoD positions only one HoD point will be granted for that individual.		
• In the event of shared HoD positions, provided one of the individuals is NS and the onscreen credit is shared equally, a point will be granted.		
• All Nova Scotians in HoD positions satisfy a minimum of 50 per cent of the function of each HoD position		
• Number of Trainees used to substitute for a HoD position (Maximum of 4 Trainees per production)	_____	+ _____
• Number of NS Resident performers in Lead or Principal Performer roles (Productions with more than 10 performers ➟ Minimum of 5 NS Resident performers, or Productions with 10 or fewer performers ➟ Majority of the cast being NS Resident performers)	_____	+ _____
Total NS HoD positions		= 0

Funding Level Incentive

Productions approved under Funding Stream I: Confirm which of the following incentive criteria apply:	**Incentive % claimed**	**Allowable %**
• **Base Incentive**: Each of the criteria listed under "Nova Scotian Ownership and Control" in Section 2 g) of the **guidelines** is met ❑ Yes ❑ No	_____	(26%)
• **Location Incentive:** More than 50% of total days of principal photography was in Rural/Non-metropolitan Areas in NS ❑ Yes ❑ No	+ _____	(2%)
If yes, did you film in Zone A or Zone B Distant Location Incentive?		
Zone A: _____ # days in Zone A / _____ # Total days	_____	(7%)
Zone B: _____ # days in Zone B / _____ # Total days	_____	(10%)
• **Shooting Length Incentive:** More than 30 of the total shooting days in NS ❑ Yes ❑ No	+ _____	(1%)
• **Incentive Deduction:** Number of HoD positions below the minimum **required 50%** (see calculation of HoD positions above). _____	- _____	(0.5% per)
Subtotal	= _____	

Productions approved under Funding Stream II:
Confirm which of the following incentive criteria apply:

	Incentive % claimed	Allowable %
• **Base Incentive**: Each of the criteria listed under "Nova Scotian Ownership and Control" in Section 2 g) of the **guidelines** is met ❑ Yes ❑ No	_____	(25%)
• **Location Incentive:** More than 50% of total days of principal photography was in Rural/Non-metropolitan Areas in NS ❑ Yes ❑ No +	_____	(2%)
If yes, did you film in Zone A or Zone B Distant Location Incentive?		
Zone A: _____ # days in Zone A / _____ # Total days	_____	(7%)
Zone B: _____ # days in Zone B / _____ # Total days	_____	(10%)
• **Shooting Length Incentive:** More than 30 of the total shooting days in NS ❑ Yes ❑ No +	_____	(1%)
• **Incentive Deduction:** Where eight (8) or fewer Head of Department positions (as per Section 5 (a)) are filled, half of the positions, rounded to the highest whole number, must be filled by Nova Scotia residents. Where nine (9) or more HOD positions are filled, a minimum of four (4) must be filled by Nova Scotia residents. (see calculation of HoD positions above). _____ -	_____	(0.5% per)
Subtotal =	_____	

NS Content Incentive Eligibility

Confirm the following, if criteria is met:	Incentive % claimed	Allowable %
A No less than 60% of all principal performers, actors, stunt performers and stunt actors are NS residents ❑ Yes ❑ No	_____	(1.5%)
B Production meets at least three NS content requirements ❑ Yes ❑ No +	_____	(1.5%)
If yes, confirm which requirement is met:		
• Majority copyright ownership by Applicant Company with Nova Scotia Ownership and Control of Production	❑ Yes	
• Minimum of two Trainees (no prior paid film or TV production experience)	❑ Yes	
• 75 per cent of the post-production work is carried out in NS	❑ Yes	
• NS Spend is 75 per cent of total production costs and greater than $25,000	❑ Yes	
• The producer of the production is a NS Resident (minimum two years prior to principal photography)	❑ Yes	
• The principal writer of the production is a NS Resident	❑ Yes	
• The principal director of the production is a NS Resident	❑ Yes	
Subtotal =	0.0	

Total Eligible Incentive	
Funding Level Incentive	0.0 %
NS Content Incentive	+ 0.0 %
Total Eligible Incentive	= 0.0 %

Funding Calculation				
Eligible NS Cost		Eligible Incentive Percentage		Eligible Funding Amount
$	x	%	=	$ 0

Note that the maximum amount of the NSFPIF funding is set out in the incentive agreement.

4. Deliverables Checklist

No.	Item/Description	Did you provide?
1	A completed copy of the Claim Form.	❑ Yes
2	A copy of the completed Production in a format acceptable to the Administrator.	❑ Yes
3	The final list of Head and Tail Credits as they actually appear on the completed Production.	❑ Yes
4	A full electronic press kit including, but not limited to, a minimum of two cast shots and two "behind the scenes" production shots, submitted in a format required by the Administrator, as well as any additional publicity/promotional materials available.	❑ Yes
5	A Statutory Declaration - Eligible Nova Scotia Costs and Head of Department positions. (available online)	❑ Yes
6	A Statutory Declaration – Incentive Eligibility (Stream I or Stream II) (available online).	❑ Yes
7	A Trainee Final Report (PART 2 of Training Plan. Template available online) is mandatory if a Trainee was employed by the production.	❑ Yes ❑ N/A
8	• An audited Production Cost Statement prepared by a certified accountant where the final cost of the Production exceeds $500,000. • Production Cost Statement with a Review Engagement Report where the final cost of the Production is greater than $250,000 up to $500,000. • Uncertified Final Cost Report supported by a Statutory Declaration (available online) where the final cost of the Production is equal to or less than $250,000.	❑ Yes
9	Direct Deposit Authorization Form for EFT	❑ Yes

5. Authorize, Certify and Agree

On behalf of the Applicant Company identified above (the "Company"), I hereby make a claim for the Nova Scotia Film and Television Production Incentive Fund. I certify that I am an authorized officer of the Company and that the information provided in this claim and its attachments is true and correct to the best of my knowledge and belief. I agree to comply with, and to cause the Company to comply with, the terms stated in the program guidelines and Incentive Agreement, including reporting requirements.

On behalf of the Company:

- **I acknowledge and agree** to allow the Province to make any enquiries of such persons, firms, corporations, and federal and provincial government agencies and departments required, to collect and to share information with them, including personal information as defined in the Freedom of Information and Protection of Privacy Act, as the Province deems necessary, in order to process this claim; to monitor the subject project; and to evaluate the results of the project and this incentive after project completion.
- I hereby waive confidentiality of such information and agree that its collection and disclosure will not be the basis of any liability, claim or order against the Province.
- I hereby give the Province permission to release the name of the Company in any form and through any media for purposes of marketing the Nova Scotia Film and Television Production Incentive Fund.

❑ **I authorize, certify and agree to all the terms above.**

Authorized Officer

Individual must be an officer of the applicant company listed in the corporate register of officers.

Name: _____ Title: _____

Date: _____ Signature: _____