



CO-PRODUCTION DEVELOPMENT FUND APPLICATION COVERSHEET & CHECKLIST

Applications will be considered on a first-come, first-served basis each year, until the available funds for the year are committed. We will accept applications relating to both dramatic and documentary feature films. Once all relevant information is provided and the application is confirmed by NZFC as being eligible, applicants will receive a decision within four weeks. We are unable to consider incomplete applications - the attached checklist is intended to help applicants ensure their applications are complete and eligible for consideration. This form is a writable pdf. Please **download** this form, fill it out and **save it**.

For any questions or advice about your application please email international@nzfilm.co.nz or contact our International Relations Team on 0800 659 754.

CONTACT INFORMATION	
Project/business opportunity title:	
Applicant company:	
Applicant: (This should be the lead New Zealand producer. Please include complete contact details for any co-producers within the application)	
Address:	
Phone:	
Mobile:	
Email:	
Date of application:	
Amount applied for from NZFC (up to \$40,000):	NZ\$
Development finance from other sources (existing/projected):	NZ\$

OTHER NZFC PROJECTS	
Projects: If you have any projects in active development with the NZFC, please tick here and include details with your application.	<input type="checkbox"/>
Reports/deliverables: If you have any outstanding reports/deliverables due on current NZFC loans, grants or equity, please tick here and provide the reports/deliverables alongside your application.	<input type="checkbox"/>







PRIVACY STATEMENT

The NZFC requires the information requested on this application form to enable us to consider and make decisions regarding your application, and to enable us to report anonymised aggregated information and trends to our stakeholders, to measure our performance against our Statement of Performance Expectations, and for planning purposes. The information requested in this application form is mandatory and your application will not be eligible for consideration if all requested information is not provided. Any personal information collected will be confidential, will not be passed on or sold to third parties, and will only be reported in an anonymised aggregated manner. The NZFC may use the personal information provided with this application to make contact and provide information on other future opportunities that may arise which the NZFC considers may be of interest to particular individuals. You have a right to access and correct any personal information we may hold about you, and to request at any time that we stop providing information on other opportunities of interest.

APPLICANT DECLARATION

- I am/we are New Zealand citizen/s or permanent resident/s, or a New Zealand company.
 - I/we have read and understood the Co-Production Development Fund Guidelines and included all the necessary documents in this application.
 - I/we declare that to the best of my/our knowledge the information provided in this application and in the supporting documentation is complete and accurate.
 - I have read and understood the Privacy Statement on this application form and confirm that I have brought the Privacy Statement to the attention of those individuals whose details I am providing with this application.
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CO-PRODUCTION DEVELOPMENT FUND CHECKLIST

What to include in your application:	<ul style="list-style-type: none"> Please note that the items highlighted in bold in the list below must be provided.
Filing your application:	<ul style="list-style-type: none"> Please deliver your application electronically to international@nzfilm.co.nz Your covering email needs to include a list of the electronic files attached. Applications cannot come via Dropbox or other cloud storage services. Email file sizes above 12MB will not get through.

Coversheet

Completed application coversheet

Producer's statement and development budget

This must cover:

- History:** the producer's history of engagement with their overseas partner
- Approach:** detail on the producer's planned approach to any specific challenges of the co-production and how this fund will enable significant and tangible progress towards film production to be made
- Budget:** a detailed development budget that clearly shows the amount being spent within New Zealand and any amounts being spent overseas. See the *Co-Production Development Fund Guidelines* for a list of items that can be included
- Drawdown:** a proposal for the drawdown of funds (no more than \$20,000 per drawdown, listing the reports to be provided to NZFC to satisfy the staff committee that funds are being used responsibly and for their intended purpose)

Creative material

- For a film project, a synopsis for the story including the ending (up to one page) and a draft script or documentary treatment**
- Project history (including spend to date)**
- Producer's development notes providing a clear understanding of the intended audience, proposed scale and funding, and the next steps from both NZ and overseas producers**
- Writer's script development notes
- Director's notes or treatment (if director attached at application stage)
- Proposed development schedule
- A breakdown of all development expenditures to date
- Indicative co-production points breakdown
- Indicative financial structure
- CVs or bios for all team members attached to the project**

Please note that additional materials may be supplied to NZFC with your application, if available, depending on the current stage of development, for example, sample documentary footage already shot, existing cast options, locations, proposed crew attachments etc.

Rights

Chain of title history

Other NZFC projects

- If applicable, provide details of any projects in active development with NZFC (project title and NZFC involvement)
- If applicable, provide details of any outstanding reports/deliverables due on current NZFC loans, grants or equity that are being delivered alongside this application.

STATISTICAL DATA

The NZFC collects statistical information to enable us to report anonymised aggregated information and trends to our stakeholders, to measure our performance against our Statement of Performance Expectations, and for planning purposes. The statistical information requested below aligns with Statistics NZ Census data. Providing this information is voluntary, but we ask that you do complete this form to help enable us to accurately measure, report on, and respond to, trends in the industry. Any personal information collected will be confidential, will not be passed on or sold to third parties, and will only be reported in an anonymised aggregated manner. You have a right to access and correct any personal information we may hold about you.

Role (e.g. producer, writer)	Role (e.g. producer, writer)	Role (e.g. producer, writer)
<p>Gender</p> <p><input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other</p> <p>How many years have you been working in the film industry?</p> <p><input type="checkbox"/> Less than 2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/> 6-10 years <input type="checkbox"/> 11-15 years <input type="checkbox"/> 16-20 years <input type="checkbox"/> More than 20 years</p> <p>Which of the following best describes your ethnicity? You can select more than one group</p> <p><input type="checkbox"/> NZ European/Pakeha</p> <p><input type="checkbox"/> Māori</p> <p><input type="checkbox"/> Pacific peoples (<i>please specify</i>): </p> <p><input type="checkbox"/> Asian (<i>please specify</i>): </p> <p><input type="checkbox"/> Middle Eastern/Latin American/ African (<i>please specify</i>): </p> <p><input type="checkbox"/> Other ethnicity (<i>please specify</i>): </p> <p>Where are you based?</p> <p><input type="checkbox"/> Auckland <input type="checkbox"/> Hamilton <input type="checkbox"/> Wellington <input type="checkbox"/> Christchurch <input type="checkbox"/> Dunedin <input type="checkbox"/> Other (<i>please specify</i>) </p>	<p>Gender</p> <p><input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other</p> <p>How many years have you been working in the film industry?</p> <p><input type="checkbox"/> Less than 2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/> 6-10 years <input type="checkbox"/> 11-15 years <input type="checkbox"/> 16-20 years <input type="checkbox"/> More than 20 years</p> <p>Which of the following best describes your ethnicity? You can select more than one group</p> <p><input type="checkbox"/> NZ European/Pakeha</p> <p><input type="checkbox"/> Māori</p> <p><input type="checkbox"/> Pacific peoples (<i>please specify</i>): </p> <p><input type="checkbox"/> Asian (<i>please specify</i>): </p> <p><input type="checkbox"/> Middle Eastern/Latin American/ African (<i>please specify</i>): </p> <p><input type="checkbox"/> Other ethnicity (<i>please specify</i>): </p> <p>Where are you based?</p> <p><input type="checkbox"/> Auckland <input type="checkbox"/> Hamilton <input type="checkbox"/> Wellington <input type="checkbox"/> Christchurch <input type="checkbox"/> Dunedin <input type="checkbox"/> Other (<i>please specify</i>) </p>	<p>Gender</p> <p><input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other</p> <p>How many years have you been working in the film industry?</p> <p><input type="checkbox"/> Less than 2 years <input type="checkbox"/> 2-5 years <input type="checkbox"/> 6-10 years <input type="checkbox"/> 11-15 years <input type="checkbox"/> 16-20 years <input type="checkbox"/> More than 20 years</p> <p>Which of the following best describes your ethnicity? You can select more than one group</p> <p><input type="checkbox"/> NZ European/Pakeha</p> <p><input type="checkbox"/> Māori</p> <p><input type="checkbox"/> Pacific peoples (<i>please specify</i>): </p> <p><input type="checkbox"/> Asian (<i>please specify</i>): </p> <p><input type="checkbox"/> Middle Eastern/Latin American/ African (<i>please specify</i>): </p> <p><input type="checkbox"/> Other ethnicity (<i>please specify</i>): </p> <p>Where are you based?</p> <p><input type="checkbox"/> Auckland <input type="checkbox"/> Hamilton <input type="checkbox"/> Wellington <input type="checkbox"/> Christchurch <input type="checkbox"/> Dunedin <input type="checkbox"/> Other (<i>please specify</i>) </p>