

## FEATURE FILM FINISHING GRANT SUBMISSION CHECKLIST

This information sheet lists the documentation that is required for submission.

Please make sure that you have read the **Feature Film Finishing Grant Guidelines** published on the [NZFC website](#) before applying.

### ELIGIBILITY

To be eligible for the Feature Film Finishing Grant, the applicant must:

- Be a New Zealand citizen or permanent resident;
- Be the lead producer of the film;
- Confirm that you have or can obtain all necessary rights;
- Have read the NZFC Rautaki Māori and declared any Māori content;
- Declare outstanding reports or deliverables due to the NZFC;

You can either

- Apply as an individual; or
- Apply as a company. The applicant must be a director of the company and it must be a New Zealand company; that is, the company must be incorporated and carrying out business in New Zealand, and its central management and control must be held by New Zealand citizens or permanent residents.

Your film must meet all the following requirements:

- have significant New Zealand content (as set out in the New Zealand Film Commission Act 1978);
- be at locked cut stage (see guidelines glossary);
- be independently produced (see guidelines glossary);
- be a feature length (minimum 80mins duration) fiction or documentary film;
- have either a:
  - *Distributor Pathway*: a recognised distributor with confirmed arrangements for a general theatrical release (see guidelines glossary) in New Zealand; or
  - *Festival Pathway*: an invitation to screen at either the New Zealand International Film Festival (“NZIFF”), DocEdge or a prestigious international film festival and have a comprehensive theatrical distribution plan (see guidelines glossary) for New Zealand.

## SUBMISSION DOCUMENTS

<b>CREATIVE MATERIAL</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Locked cut of the film as a downloadable screener or H264 Quick Time file.</li> <li><input type="checkbox"/> If your film contains Māori content, provide a summary of how you have considered NZFC Te Rautaki Māori.</li> <li><input type="checkbox"/> If applicable, provide a summary of how you have considered diversity and inclusion in your production.</li> </ul>	
<b>DISTRIBUTION PLAN</b>	<b><i>Distributor pathway</i></b>	<b><i>Festival pathway</i></b>
	<ul style="list-style-type: none"> <li><input type="checkbox"/> you must include the distribution offer/deal memo/LOI from an established theatrical distributor for an NZ release (on letterhead and unsigned)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> evidence of your invitation to screen at one of the eligible festivals (NZIFF, DocEdge or prestigious international festival)</li> <li><input type="checkbox"/> comprehensive theatrical distribution plan.</li> </ul>
	<ul style="list-style-type: none"> <li><input type="checkbox"/> Sales agent offer to represent the film for Rest of World (ROW) if applicable;</li> <li><input type="checkbox"/> Audience Engagement Plan and supporting documents.</li> </ul>	
<b>BUDGET, SCHEDULE, FINANCE AND RIGHTS</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Summarised costs to date (at the time of application).</li> <li><input type="checkbox"/> Comprehensive budget of the costs to complete, with the costs you are requesting from FFFG clearly identified.</li> <li><input type="checkbox"/> Estimated final production budget amount.</li> <li><input type="checkbox"/> Post-production quotes that show the film can be delivered within the budget.</li> <li><input type="checkbox"/> Post-production and delivery schedule.</li> <li><input type="checkbox"/> Finance plan.</li> <li><input type="checkbox"/> Producer narrative around the rights secured and/or intending to obtain. See our Chain of Title information sheet.</li> </ul>	
<b>KEY PERSONNEL</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Details of key creatives attached to the film, including short bios and key demographic data.</li> <li><input type="checkbox"/> Brief narrative of key creatives' future projects in development (if applicable).</li> </ul>	