



BELIZE FILM COMMISSION

Film License Application Form



FOR BFC USE ONLY
Application Number

BFC / ICA / 13/ ()

Section I – Applicant Information

Company Name / Address / Website:	
Contact Person / Position:	Contact Person / Position:
Tel: / Email:	Tel: / Email:

Section II – Production Details

Production Title:		
<input type="checkbox"/> Film/ Video Shoot <input type="checkbox"/> Live Broadcast <input type="checkbox"/> Still Photo Shoot		
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Feature Film <input type="checkbox"/> Corporate Video <input type="checkbox"/> Catalogue </div> <div> <input type="checkbox"/> Documentary <input type="checkbox"/> Concert/Festival <input type="checkbox"/> Print Ad </div> <div> <input type="checkbox"/> TV Series <input type="checkbox"/> Music Video <input type="checkbox"/> Magazine Layout </div> <div> <input type="checkbox"/> News Program <input type="checkbox"/> TV Commercial <input type="checkbox"/> Other </div> </div>		
Budget: (indicate in \$US) <i>Total Production Budget:</i> <i>Estimated Budgeted Expenditure in Belize:</i>		Personnel: (indicate numbers) <i>Non-Belizean:</i> <i>Belizean:</i>
Estimated Belize Budget Breakdown		SPENDING IN US\$
Accommodations (Hotels/ Property Rentals)		
Transportation (Vehicle Rentals/Taxis/Local flights/fuel)		
Telecommunications (Phone & Internet Services)		
Meals (Restaurant/ Craft Services)		
Film Permits (Locations)		
Local employment (crew and actors)		
Other Goods and Services		
TOTAL SPENDING		
Belize Arrival Date(s) / Port of Entry:		Belize Departure Date(s) / Port of Departure:
# of Prep Days in Belize:	# of Shooting Days in Belize:	# of Wrap Days in Belize:

Section III – Insurance

Attach copy(ies) of Insurance Policy(ies) that cover filming in Belize.

Policy(ies) submitted:

☐ Public Liability ☐ Equipment ☐ Property ☐ Employees ☐ Other

Section IV – Personnel

Local Production Manager / Coordinator:

Contact Info:

Belizean Personnel: Attach list of all crew positions that you expect to hire in Belize.

Non-Belizean Personnel: Attach list of all non-Belizean personnel entering country. List should include: Crew Positions, Names, Nationality, Passport Numbers and Travel/ flight info. ASK US FOR A TEMPLATE

Section V – Equipment

Attach list of equipment for temporary importation of equipment status. List should include qty, description, serial numbers and value.

Port of Entry:

Method of Importation: ☐ Excess Baggage ☐ Ground ☐ Air Cargo ☐ Sea Cargo

Section VI – Vehicles

Attach list of vehicles. List should include make, model, year, license plate number and bluebook value

Port of Entry:

Section VII – Location

Attach list of Proposed Locations for Shooting in Belize and Contact Info. *Min. requirement for filming on locations in Belize is submission of a Letter of Consent or PERMIT from Owner or Managing Authority of each location to the Name of Applicant (Company and Contact Person) as it appears on this form. Dependent on the nature of the production, approval per location may require maps, parking and security plan etc.. If there is not enough space here, please attach a separate locations list.*

Location # 1: Name of Place / District in Belize

Owner / Managing Authority Contact Info:

Location Manager:

Section VIII – Additional Permits Required

Additional Permits will be required for the following. Please indicate if you are bringing any items below:

☐ Guns & Explosives ☐ Special Filming Equipment ☐ Communications Equipment / Frequency
☐ Animals ☐ Plants ☐ Some Foods
☐ No I am not bringing anything that requires special permission.

If yes, Attach list of items that require special permissions to enter the country. List should include qty, description, point of origin, what it will be used for, and where in the country you intend to use it.

Proposed method of Importation:

☐ Excess Baggage ☐ Air Cargo ☐ Ground ☐ Sea Cargo

CONDITIONS FOR APPROVAL

License to film in Belize is granted under the following terms and conditions:

1. This license is issued by the Film Commissioner of Belize or any other person authorized by the President of the National Institute of Culture and History (NICH). The license is revocable at the discretion of the Commissioner, President of NICH or authorized person in their absence.
2. The services of a local Fixer / Production Coordinator have been retained for the length of Applicant's stay in Belize (minimum); local being defined as a Belizean citizen or legal resident of Belize.
3. Applicant has provided the Belize Film Commission with copies of all Insurance Policies that cover stay in Belize. If available locally, Applicants should provide copy of a public liability policy held with a local Insurance Company along with an endorsement stating that the policy is being held jointly by the Applicant and the Belize Film Commission.
4. Project content has been determined to be detrimental to neither the image of the country of Belize nor its' people.
5. Payment of a non-refundable processing fee has been made to NICH:
US\$250 for each Film / Video or Still Photography project. A project that includes both print and video outputs is required to pay for both.
6. Whenever feasible, and having due regard to the extent to which prices are competitive, Applicant is using personnel, equipment and any other service available in Belize.
7. All non-Belizean personnel associated with the production are to be cleared for working in Belize by the Belize Film Commission with Immigration.
8. All filming requests to other Belize Government departments or statutory bodies are to be filtered through the Belize Film Commission first.
9. All Equipment used and all activities associated with filming shall comply with Belize Agricultural Health Authority Act, Firearms Act, and Environmental Protection Act and any other applicable law of Belize.
9. Applicant will provide the Belize Film Commission with separate location applications for each location to be used during production along with any other required documentation BEFORE filming commences.
10. Filming activities are to be carried out with consideration for members of the local community at all times (in particular those directly affected by filming activities) and only as stipulated in the location approval (s) by the Belize Film Commission.
11. Applicant shall observe all the Laws of Belize during their stay in Belize and at the cessation of filming will repair all damage, remove all rubbish and restore the location to its original condition prior to filming and to the satisfaction of Belize Film Commission.
12. A copy of Belize Film Commission's License and Location Approval is to be kept on location at all times and made available for inspection upon request.
13. Recognition/ Acknowledgment should be given to the Belize Film Commission in production credits
14. The Belize Film Commission may conduct still photography for promotional use during filming.
15. The Belize Film Commission may use 7 sec of clips from the final product – after release or initial broadcast to illustrate the use of Belize as a filming location.
16. One copy of the finished product (e.g. magazine, catalogue, screener) is to be forwarded to the Belize Film Commission for their archives.

I/We hereby certify that the information given by me on this application is true, complete and correct to the best of my knowledge and has been given in good faith. I agree and bind myself/ourselves, to indemnify fully and save harmless, the Belize Film Commission and their officers, agents, officials, and employees from any or all actions, claims, demands, damages, loss or expense whatsoever arising from or incidental to the issuing of this license or the use of any location in the country. The applicant agrees to abide by the conditions specified in this application.

Name & Position:	Signature:	Place and Date:
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