

<p>(stamp of the applicant)</p>	<p><u>Basic application data</u></p>
<p>Signature: _____</p>	<p>Application concerns the production of a: feature / documentary / animated / series* film.</p>
<p><input type="checkbox"/> original application*  <input type="checkbox"/> original of a corrected application*  <input type="checkbox"/> copy of a corrected application*  <small>(* mark the appropriate option)</small></p>	<p>Total production cost: _____ PLN net</p> <p>Requested amount of financial support in the 1st Competition for Production Support.</p>
<p>Date of application receipt, the stamp of Krakow Festival Office</p>	<p>_____ PLN net</p>
<p>Application number</p>	<p>Percentage in which the requested amount covers the production costs:</p> <p>_____</p>
<p><i>COMPLETED BY Krakow Festival Office</i></p>	

**1st competition for support of international co-productions**

**Application form**

**Project title:** \_\_\_\_\_

**Director:** \_\_\_\_\_

**Screenplay author:** \_\_\_\_\_

**I. Basic information about the film:**

- feature / documentary / animated / series (underline the proper one)
- running time (in minutes) \_\_\_\_\_
- debut/ 2nd film/ other \_\_\_\_\_ (underline the proper one)

- production debut / 2nd film/ other \_\_\_\_\_ (underline the proper one)
- majority international co-production
- minority international co-production\*

(\*underline the proper one, in case of international co-production please put down list of countries and their percentage share in production sorted by their contributions (name and country). Note: you have to indicate the leading producer).

- Current stage of the project
  - initial phase/development
  - preparation phase
  - shooting
  - edition and sound engineering
  - post-production\*

(\*underline the proper one)

**II. Information about the applicant:**

- full name of the applicant (company) \_\_\_\_\_
- organisational and legal frame of activity \_\_\_\_\_
- Registration address \_\_\_\_\_
- Mailing address \_\_\_\_\_
- contact details (phone, fax, e-mail) \_\_\_\_\_
- Tax Identification Number (NIP) \_\_\_\_\_
- REGON number (National Business Registry Number - if applicable) \_\_\_\_\_
- PESEL number (Personal Identity Number - if applicable) \_\_\_\_\_
- Bank name and bank account number \_\_\_\_\_
- Person responsible for preparing the application and for contacts with Krakow International Film Fund (full name, phone, e-mail address) \_\_\_\_\_

**III. Information about the co-producer:**

- co-producer's full name \_\_\_\_\_
- organisational and legal frame of activity \_\_\_\_\_
- registration address \_\_\_\_\_

- mailing address \_\_\_\_\_
- contact details (phone, fax, e-mail) \_\_\_\_\_
- person responsible for preparing the application and for contacts with Krakow International Film Fund (full name, phone, e-mail address)  
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**IV. Full information about the film:**

- working title \_\_\_\_\_
- genre \_\_\_\_\_
- realization period \_\_\_\_\_
- place of realization \_\_\_\_\_
- planned media \_\_\_\_\_
- format \_\_\_\_\_
- screenplay’s author \_\_\_\_\_
- original screenplay / adaptation (underline the proper one, in case of adaptation provide title and author of the original work) \_\_\_\_\_
- director (full name, country)\* \_\_\_\_\_
- production director (full name, country)\* \_\_\_\_\_
- screenwriter (full name, country)\* \_\_\_\_\_
- director of photography (full name, country)\* \_\_\_\_\_
- set designer (full name, country)\* \_\_\_\_\_
- editor \* \_\_\_\_\_
- main language version \_\_\_\_\_
- other \_\_\_\_\_

\* Only names of people who confirmed their participation in the project should be put down. If no one has confirmed their participation in a given role, **vacat** should be put down next to that position)

**V. Cast of the main roles with actors’ names (in case of documentaries – names of the people playing main roles) from Krakow, if they participate in the project\*:**

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\* Only names of actors who confirmed their participation in the project should be entered, otherwise *vacat* should be put down next to the role, and if the casting will be conducted, the name of company should be entered. Note! If the film does not include actors or in case of documentaries people depicted, such information should be entered above.

**VI. Short description of the film:**

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**VII. Realization timeframe:**

Phase	From (format: D:M:Y)	To (format: D:M:Y)
Initial phase / development		
Preparation phase		
Shooting		
Edition and sound engineering		
Final works		

Planned date of the master copy creation:

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Planned date of premiere:

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**VIII. Places of realization:**

- Leading producer’s production base \_\_\_\_\_
- laboratory \_\_\_\_\_
- Shooting:

Place (city)	Number of days	Number of days in Krakow

Objects and locations characteristic for the region (Krakow)\*:

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\* fill in, if already chosen (including number of days in a given location), if not – please describe planned locations and objects, and put a note saying it is still not decided upon.

Participation of local contractors (e.g. companies, hired professionals)\*:

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\* fill in, if already chosen. If not – please entered the names of planned entities and mark them as planned / still looking for.

**IX. General costs:**

**Note!** The data concerning film production costs listed in this position should be consistent with the data from film production’s estimated budget – which should be attached as Attachment 5 to this application, and with letters of intent from co-producers – which should be attached as Attachment 7 to this application.

	PLN	%
Total estimated cost of production:	.....	100
Requested amount of financial support in the 1st competition for support of international co-productions	.....	.....
Declared amount of applicant’s own resources*: a. financial contribution ..... b. contribution in-kind .....	.....	.....
Declared amount of money from other sources: (In this position, a <b>grand total</b> of all financial contributions should be entered, and in cells 1-3 it should be broken down depending on the source)	.....	.....
1. from other public funds: (e.g. Polish Film Institute - PISF)	.....	.....

2. from resources of entities and institutions not financed by state (e.g. co-producers, TV broadcasting companies, distributors, who participate financially):  a. Co-producer: (name): ..... b. Co-producer: (name): ..... c. Co-producer: (name): .....	..... ..... .....	..... ..... .....
3. from other sources (list them) e.g. EURIMAGES, MEDIA:	.....	.....

\*Note! The type of applicant's own resources should be specified and described whether it is financial or mixed – financial and in-kind. The participation of in-kind contribution cannot be higher than 95% of the grand total of applicant's own resources. If contribution in-kind is a part of applicant's own resources, a specification of contribution in-kind containing a detailed description and calculation of this resource should be attached to the film's budget (i.e. every element of the contribution in-kind should be described and its market value should be estimated). If financial contribution is declared, the Krakow Festival Office may request bank's opinion about the company's account.

If the budget is planned in currency other than PLN, please fill in the following table:

Currency	Exchange rate date	Exchange rate

**X. Artistic values and economic tasks:**

1. Artistic value of the project:

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2. Cognitive and aesthetic value of the project, its importance to the consolidation of a positive image of Krakow:

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3. The amount spent in Krakow:

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4. Use of locations characteristic for Krakow:

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5. Connection to Krakow through subject, creators, and especially the filming location:

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6. Expected economic effect of the project:

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7. Attractiveness of the project, in particular with regard to the potential interest of cinema and television audiences:

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8. Method of distribution, especially foreign:

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9. Achievements to date of the applicant and director, including artistic and economic results of previous productions:

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10. Indicators of results expected by the applicant:

No.	Category	Indicator
1	Number of actors involved in production	
2	Number of technical staff involved in production	
3	Number of partners or institutions involved in the project (number of entities investing in the production)	
4	Number of media partners involved in production	
5	Cost of production per minute (divide total cost by running time)	
6	Number of debutants involved (actors and producers)	
7	Number of expected audience in cinema	
8	Number of countries in which the film will be available	
9	Number of expected DVDs produced for sale	
10	Number of TV stations potentially interested in the project (both co-producers and stations interested in broadcasting rights)	
11	Number of expected TV broadcasts	
12	Others (what?)	

11. Short characteristic of the film’s viewership (age groups, education, inhabitancy, expected number of viewers, interest of TV stations, foreign viewers):

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**XI. Required Attachments:**

**Note!** The application as well as documents and declarations making up the attachments to the application **must** be signed by **signed by the person(s) authorised to represent the applicant** according to the information contained in the registration documents of the applicant or by the person(s) who have been granted the appropriate proxy representation by person(s) **authorised to represent the applicant**. Signatures must be legible and allow for identification of the signatory. **Note! The application and all the attachments must be signed on every page, with the exception of film’s screenplay – Attachment no. 1 to the Application Form, which should be signed only on first and last page, and also: extract from the National Court Register (KRS) and Business Activity Central Register and Information Record (CEIDG) if the Applicant is registered in Poland.**

Applications with unsigned attachments or not containing an electronic version prepared according to the specifications in paragraph 2 will be considered incomplete. The application and all attachments should be filled out in Polish. If the original attachments to the application are in a language other than Polish, a translation into Polish should also be provided. The application should be filled out on a computer/typewriter. The applicant should number the pages of the application. Documents in the application should be bound together in such a way as to make it impossible to remove pages from the completed bundle. In the case of feature films, the screenplay may be a separate part of the application, placed in a folder or

other enclosed form.

The applicant submits one copy of the application in both written and electronic form.

Attach ment no.	Attachment	No. of pages
1.	<b>Film’s screenplay</b>	
2.	<b>Film’s abstract</b> (max. 1 page)	
3.	<b>Document confirming acquisition of rights to the screenplay</b>	
4.	<b>Director’s explanation, and in case of animations – artistic projects (at least 6) and a storyboard.</b>	
5.	<p><b>Detailed budget in net prices</b> (in PLN)</p> <p>The presented budget should be precisely calculated, according to commonly used standards of the economic relations between entities providing professional services in the field of film production. Spending in Poland and in the Małopolska Region should be indicated.</p> <p>The budget of an international co-production, calculated in a foreign currency should contain information about exchange rate from the day selected by the co-producers. (average exchange rate of the National Bank of Poland along with date the exchange rate was obtained). Method of calculation: exchange rate to four decimal places, round the result to two decimal places.</p> <p>a. <b>Specification of contribution in-kind</b> (if applicable);</p> <p>b. <b>Schedule of fund procurement (starting-up contributions by the entities) pursuant to the following specification:</b> Entity /Sum/Date</p>	
6.	<p><b>Letter of intent, CV of the director and description of director’s achievements for two latest films (awards on festivals, viewership, selling and renting figures for DVD, number of TV stations and number of broadcasts, other achievements) – separately for each movie.</b> In case the applicant is a debutant – short subjects, independent films, productions for TV (attached to the application on A/V media), etc.</p> <p><u>Proper attachment</u> should include the following information:                      Film 1. Title: “.....” Production year .....                      Awards (<u>the most important</u>) :.....                      Cinema viewership: ..... viewers (number)                      Number of DVDs purchased ..... (as above)                      Number of TV broadcasts ..... (what station?; indicate if the TV station was a co-producer)                      Foreign sales ..... (list countries)                      Film 2 – the same way .....</p>	
7.	<b>Signed letters of intent, copies of contracts or other documents confirming co-financing of the film and co-producers involvement.</b> (The amount of financing provided by the co-producer should be present in letter of intent).	

8.	<p><b>Registration documents of the applicant - relevant to the country of registration/residence of the applicant (in case of applicants from Poland: extract from the KRS – issued no sooner than 6 months before the last day of application process, or a current extract from CEIDG (individuals who are business owners)</b></p>	
9.	<p><b>Information about applicant’s work in the field of audio-visual production as well as description of applicant’s achievements for two latest movies.</b></p> <p>Proper attachment should include the following information:            Film 1. Title: „.....” Production year .....                  Awards (the most important) :.....                  Cinema viewership: ..... viewers (number)                  Number of DVDs purchased ..... (as above)                  Number of TV broadcasts ..... (what station?; indicate if the TV station was a co-producer)                  Foreign sales ..... (list countries)            Film 2 – the same way .....</p>	
10.	<p><b>CV of the screenplay’s author and their achievements (past 5 years).</b></p>	
11.	<p><b>Advertising and distribution plan along with the budget</b> of advertising and distribution, signed by potential distributor, and letter of intent from film’s distributor. In case of <b>debuts, medium-length films and short films, as well as series of animations</b> – plan of promoting and distributing the film, along with letters from companies who guarantee public use and broadcasting in any system or technology (TV broadcasters, VoD, insert, etc.)</p>	
12.	<p><b>Cast</b> (the list should at the very least contain names of actors selected or tipped for the main roles).</p>	

NOTE: If the Applicant does not want some of documents to be shown to the experts, he or she should specify it in the cover letter to the application, listing them and emphasising that they are supposed to be viewed only by employees of KBF. Copies of this letter should be attached to every copy of documentation in order to inform that the missing documents were submitted by the applicant and the application is in fact complete. Only the following documents are covered under this provision:

- a. agreement confirming acquisition of rights to the screenplay
  - b. co-production agreements
  - c. agreements with investors (financing)
  - d. grant agreements
  - e. sponsorship agreements
  - f. distribution and licence agreements
- Documents listed as available only to KBF should be attached only to original application.

**XI. Applicant’s declarations:**

1. I hereby declare that the applicant whom I am representing is not:
  - a. an individual convicted in a final and binding sentence for a crime of giving false testimony, bribery, against the credibility of documents, property, business transactions, trading in money and securities, banking system, or other tax offence related to the conducting of a business or committed for the purpose of making a profit;
  - b. a legal entity or organisational unit which is not a legal entity, in which a person who is a member of its governing body or a business partner has been convicted of an offence referred to in point a;
  - c. an entity which:
    - has arrears of public debt or

- remains under receivership or is in the course of liquidation, dissolution or reorganisation proceedings or
- during the 3 years prior to the application for support of a Film Production materially breached a contract with the KBF.

\_\_\_\_\_  
City, date

\_\_\_\_\_  
legible signature(s) of person(s) authorised to represent the applicant or the applicant's proxy

2. I declare that the applicant I represent is not in arrears with payments to public-private entities.

\_\_\_\_\_  
City, date

\_\_\_\_\_  
legible signature(s) of person(s) authorised to represent the applicant or the applicant's proxy

3. I declare that the applicant I represent:
- a. possesses the necessary knowledge and experience as well as having at their disposal the technical potential and persons able to implement the project;
  - b. is in the economic and financial situation enabling them to meet the conditions relating to their personal contribution, in accordance with the provisions of the Competition Rules.

\_\_\_\_\_  
City, date

\_\_\_\_\_  
legible signature(s) of person(s) authorised to represent the applicant or the applicant's proxy

4. I declare that the application concerning the film ..... was not submitted to any Polish or foreign film funds\*\*.

I declare that the application concerning the film ..... was submitted to the following film funds (**list all**) \*\*::

..... (fund name) , in the year ....., funds received: .....

..... (fund name) , in the year ....., funds received: .....

\_\_\_\_\_  
City, date

\_\_\_\_\_  
legible signature(s) of person(s) authorised to represent the applicant or the applicant's proxy

**\*\*delete as appropriate**

5. I declare that the application concerning the film ..... was not submitted to the Polish Film Institute Competition.

I declare that the application concerning the film ..... was submitted to the Polish Film Institute Competition in the ..... session\*\*.

I declare that in the application concerning the film ..... submitted to the Polish Film Institute Competition in the ..... session, all basic details of the film (such as total production cost, time and location of the filming, creators) are identical / are not identical\*\* with the details presented in this application.

\_\_\_\_\_  
City, date

\_\_\_\_\_  
legible signature(s) of person(s) authorised to represent the applicant or the applicant's proxy

\*\*delete as appropriate

\* The application as well as documents and declarations making up the attachments to the application must be signed by signed by the person(s) authorised to represent the applicant according to the information contained in the registration documents of the applicant or by the person(s) who have been granted the appropriate proxy representation by person(s) authorised to represent the applicant. Signatures must be legible and allow for identification of the signatory.

Name and surname	Position/function	Personal stamp	Signature

This application (original) has been submitted in ..... \* separate parts. ....\* CDs/DVDs are attached.

\*enter the amount

Application meets formal requirements\* / Application does not meet formal requirements\*

(delete as applicable) \* completed by KBF employee