



Please consider the environment before printing.

Applications must be submitted according to the Program Deadlines published on the CMF website and must include the required documents listed below.

APPLICATIONS MUST INCLUDE THE FOLLOWING ELECTRONIC FORMS IN DIALOGUE

- **A completed Dialogue application form with Persona-ID number entered in the applicable sections** Please review the Application User Guide available on the CMF website.

APPLICATIONS MUST INCLUDE THE FOLLOWING ADMINISTRATIVE INFORMATION:

- **Joint signature form** (template available),
- **A list of the projects produced by the Berlin-Brandenburg production company,**
- **A list of the projects produced by the Canadian production company,**
- **The deal memo or the co-development or co-production agreement,**
- **Contracts proving the acquisition of necessary rights** (e.g. option contract, script writer's contract etc.),
- **Calendar on project stages,**
- **Budget** (template available),
- **Financing plan,**
- **Business model or potential for revenue generation.**

FOR THE CANADIAN PRODUCTION COMPANY:

- **Complete incorporation documents**
- **Declaration of the Corporation's Canadian Status, and its Shareholders and Directors** (form available). Please submit a form for the applicant company and if applicable, for the co-applicant, parent companies or any other shareholder that is a company. All Shareholders and Directors are required to complete a PERSONA-ID form and enter their PERSONA-ID number on the Declaration.

APPLICATIONS MUST INCLUDE THE FOLLOWING CREATIVE INFORMATION:

- **CV of creative and production teams** (screenwriters, directors, producers – or equivalent positions in digital media)
- **Brief project summary**
- **Description of the project and its main features** (technology, architecture, navigation, interface, graphic design, creative elements, user experience, functionalities, etc.)
- **Support material** (prototype, screenshots, videos, mock-ups, diagrams, tables, etc.)

PERSONA-ID

- **Self-Identification Platform:** Please visit the CMF's PERSONA-ID page.
All individuals with ownership and control rights in the applicant company and members of the project's key personnel must register to create a PERSONA-ID account and complete a self-identification form to obtain a PERSONA-ID number.

**The CMF reserves the right to require other documentation from applicants for the completion of the assessment of the project.*

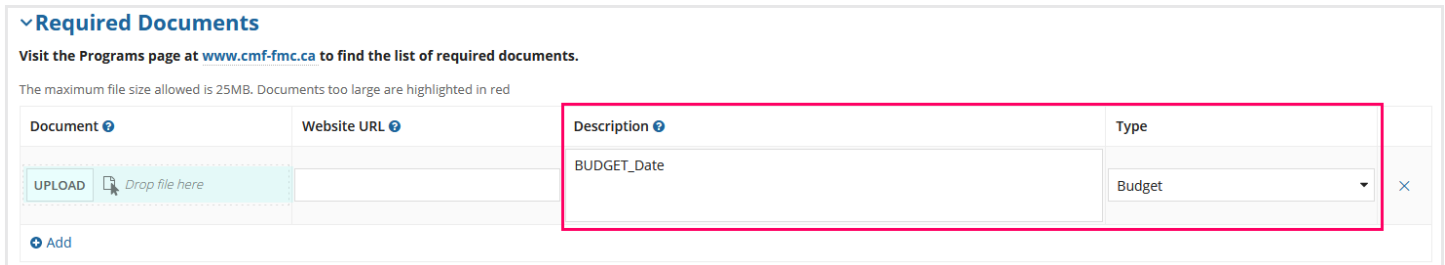
HOW TO NAME DOCUMENTS AND HELPFUL INFORMATION

Having a **Description** and selecting a **Type** that makes sense to each Required Document uploaded in your Application Form **will ensure proper analysis of your project**.

For the **Description** of each uploaded document, **copy the names of the documents** from the **List of Required Documents**.

EXAMPLE:

- **BUDGET** (template available)



The screenshot shows a web interface for 'Required Documents'. It includes a header with a dropdown arrow and the text 'Required Documents'. Below the header, there is a link to 'www.cmf-fmc.ca' and a note about a 25MB file size limit. The main part of the form is a table with columns for 'Document', 'Website URL', 'Description', and 'Type'. The 'Description' column contains the text 'BUDGET_Date' and the 'Type' column has a dropdown menu with 'Budget' selected. There is an 'UPLOAD' button and a 'Drop file here' area on the left side of the table. An 'Add' button is located at the bottom left of the form.

Documents directly uploaded to Dialogue must be in PDF, Microsoft Word, Microsoft Excel or any file type supported by Microsoft Office or Adobe Acrobat.

Hyperlinks provided for audiovisual material should not lead to platforms requiring registration or sharing personal information about connected users with applicants (e.g. Google Drive, Microsoft OneDrive).

Videos should be submitted via hyperlinks leading to video-sharing websites. Dialogue allows you to submit hyperlinks as support material. Hyperlinks should be functional for at least 4 months and as we have an International Jury, they must not be geo-blocked.

The maximum file size allowed is 25MB. Documents too large will be highlighted in red once uploaded in Dialogue.

For Selective Programs, please be aware that **any material exceeding maximum page limits will not be reviewed** during the selective evaluation process.