



**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 and approved Dialogue Broadcaster Agreement Form (BAF) linked to the application form** for each Canadian broadcaster providing an eligible licence fee and/or a contribution from its 2025-2026 CMF Broadcaster Envelope. Please review the BAF User Guide available on the CMF Website.
- **A completed Dialogue application form with PERSONA-ID number entered for the applicant's shareholders and directors, and members of the project's key personnel.** The CMF shall rely solely on the self-identification information associated with each individual's PERSONA-ID number to determine (as applicable) eligibility for Programs, exclusive reserved portions of Program budgets, Broadcaster Envelope credit, Evaluation Grid points and/or for statistical and analytical purposes.
- **New in 2025-2026 The Declaration of the Corporation's Canadian Status, and its Shareholders and Directors is now an electronic form** that can be found in a new section called "*Corporate Information*" in Dialogue, under the *My Organizations* Record. Please fill out this new section within the Organization Record for the applicant company and, if applicable, for the co-applicant, parent company(ies) and for any other shareholder company. Note that only the individual who created the Organization record, or the Administrator once they have been designated, can access this section. A User Guide will be available in the *Corporate Information* section to help you fill it out. All Shareholders and Directors who are individuals are encouraged to complete a PERSONA-ID form and their PERSONA-ID number must be entered in the *Corporate Information* section. The CMF will exceptionally accept the Declaration of Canadian Status of the Organization and Corporate Information in PDF format (available on the CMF website) if a shareholder parent company does NOT have a Dialogue Organization record created.

**APPLICATIONS MUST INCLUDE THE FOLLOWING REQUIRED DOCUMENTS**

- **Narrative Positioning Attestation** (form available). Visit the Narrative Positioning policy on the CMF website, and submit the signed Narrative Positioning Attestation form.
- **If applicable, a completed Distributor Agreement Form (DAF)** (form available). Required for all applications using a distribution advance towards meeting a portion of the required Eligible Triggering Commitment Threshold as described in the Core Production Guidelines – Linear Content.
- **Documentation Confirming ALL sources of financing currently available – domestic and/or foreign**, including broadcast licence agreement(s), distribution agreement(s) with advance, detailed calculation page(s) for Federal and Provincial Tax Credits. Commitment letters and short form agreements are acceptable at application.
- **Detailed production budget signed and dated** (template available). For interprovincial Coproductions, and international treaty Coproductions: a multi-column budget signed and dated showing each parties costs in a separate column, and a consolidated total column. In the case of filming a live event for broadcast, produced by a related party, the budget should be broken down into columns separating the costs of filming the live event, from the costs of producing the live event.
- **Summary Of Chain of Title** a chronology of all agreements related to the copyright of the project, from conception to application
- **For International Treaty Coproductions :**
  - **Coproduction Agreement** between the Canadian Applicant(s) and the foreign coproducing entity(ies) AND

- **Declaration of Canadian Status of the Organization and Corporate Information.** PDF form available **ONLY** for shareholder parent company(ies) that do **NOT** have a Dialogue Organization record created. To be submitted in Dialogue within the applicant Organization(s) record(s) by following these simple steps: under the *Records* menu, under *My Organizations* select a company; select *Manage Documents* button on top right; click on *Add* (add the parent company(ies) PDF declaration form) and then *Submit*. Please note that applicant companies must fill out the **Corporate Information electronic form** that can be found in a new section in Dialogue under the *My Organizations* Record.

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

## How to name documents

- Having a Description and selecting a Type pertinent to each required document uploaded in your application form will ensure proper analysis of your project.
- For the Description of each uploaded document, please copy the **names of the document** from the above **List** of required documents. You can add details in the description for more clarity.

Example:

**Required Documents**

Visit the Programs page at [www.cmf-fmc.ca](http://www.cmf-fmc.ca) to find the list of required documents.

The maximum file size allowed is 25MB. Documents too large are highlighted in red

Document	Website URL	Description	Type
<div> <div>UPLOAD</div> <div>Drop file here</div> </div>		DETAILED PRODUCTION BUDGET_Date	Budget

+ Add

Please note:

- Any material exceeding maximum page limits will not be reviewed during the evaluation process.
- Using a simple black font on a white background with a size greater than 11 points makes your documents easier to read.
- Documents directly uploaded to Dialogue must be in PDF, Microsoft Word, Microsoft Excel or any file type supported by Microsoft Office or Adobe Acrobat and should not exceed 25MB.
- Documents with unsupported file types (e.g. Apple Pages, Apple Numbers) will not be reviewed.
- File formats for data compression (e.g. ZIP) must only be used for images, audio and audiovisual files.
- 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).