



CANADA
MEDIA FUND

FONDS DES MÉDIAS
DU CANADA

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 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 page on the CMF website. Submit the signed Narrative Positioning Attestation form.

Broadcaster Information

- **Broadcast licence agreement(s) for all eligible licence fees** - Fully executed short form agreements are acceptable at application stage. This is not required for in-house Productions.

Distributor Information

- **If applicable, a completed Distributor Agreement Form (DAF)** (form available). Required for all applications using a distribution advance towards international exploitation rights, to meet a portion of the required Eligible Triggering Commitment Threshold as described in the Core Production Guidelines - Linear Content.
- **Distribution Agreement(s)** - Proof of distribution commitment with, or without, distribution advances. Signed and dated commitment letters are accepted at this stage.

Financing Information

- **Documentation confirming sources of financing – domestic and/or foreign.**
- **Detailed calculation page(s) for federal and provincial tax credits** please refer to Tax Credit Policy in Appendix B, Chapter 7. This is not required for In-house Productions.
- **Detailed production budget signed and dated** (form 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.
- **Cashflow** (template available).
- **Recoupment schedule** (template available). Required if the CMF is contributing an equity investment to the production financing.
- **Description of planned interim financing.**

Creative Material

- **Synopsis** detailing the themes, subject matter and setting of the storyline.
- **Creative material** - script, bible, treatment, outline, rundown

If related digital content costs are included in line 85 of the production budget

- **Project description** also indicate how the digital content is associated with or derived from the project.

Underlying rights information

- **Summary of Chain of Title** - a chronology of all agreements related to the copyright of the project, from conception to application.
- **All rights documentation** (with all underlying rights agreements and signed writer(s) and director(s) agreements) including but not limited to transfer of rights agreements, option/purchase agreements, publisher's releases, quit claims, assignment consents and all other agreements or documents demonstrating that the Applicant(s) holds the requisite rights to the concept and underlying creative material necessary to produce, distribute and exploit the Project in the target markets OR Legal Opinion regarding chain of title may be submitted.
- **For International Treaty Co-productions:**
 - **Coproduction Agreement** between the Canadian Applicant(s) and the foreign coproducing entity(ies) AND
 - **a copy of the completed Dialogue application form submitted to the Telefilm Canada Coproduction Office** for the Preliminary Recommendation.

If related digital content costs are included in line 85 of the production budget

- **Summary of Chain of Title** - a chronology of all agreements related to the copyright of the project, from conception to application.
- **All rights documentation**

Corporate Information

Documents under this section to be submitted under the **Records** menu, under **My Organizations**; select company; select **Manage Documents** button on top right; click on **Add** and then **Submit**. Only required if there have been changes to the corporate information since the last application. These documents are not required for broadcasters' internal productions.

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

- 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, copy the names of the documents from the list of required documents. You can add details in the description for more clarity.

Required Documents

Visit the Programs page at 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	<div>Budget</div>

Add

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- 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).