

Programa de Apoio à Produção Cinematográfica de Longas Metragens
Support Programme for the Production of Feature Films

申請表格
Formulário de Candidatura
Application Form

電影 長片製作 支援計劃

澳門文化創意產業系列補助計劃

Série de Programas
de Subsídios para as
Indústrias Culturais e
Criativas de Macau Subsidy Programme
Series for Macao's Cultural and Creative Industries

2018

申請日期

Período de Candidatura
Application Period

2018.12.28

2019.02.10



2018 Support Programme for the Production of Feature Films Application Form for Initial Review

Instruction for filling in the form

1. All fields on this application form must be completed. Please write “N/A” in fields where no relevant information is available;
2. Please use legible handwriting to complete the form in either bilingual form (Chinese & English or Portuguese & English);
3. All the personal information provided by applicants will only be used for the Support Programme, and shall be handled pursuant to the Law No. 8/2005—Personal Data Protection Act;
4. Please attach extra sheets if space is not enough.

Part I: Basic Information

1. Project Information

1.1	Film title	Chinese / Portuguese			
		Other language			
1.2	Estimated total costs (MOP) ^{Note 1}	Estimated production costs			
		Estimated promotion and marketing costs			
1.3	Estimated production period	_____ / _____ - _____ / _____ mm yyyy mm yyyy			
1.4	Production mode	<input type="checkbox"/> Self-production <input type="checkbox"/> Co-production (please fill in the following blanks)			
		Name of co-producer		Location	
		Name of co-producer		Location	

2. Applicant Information

2.1	Name of applicant	Chinese / Portuguese			
		Other language			
2.2	Position in the film	<input type="checkbox"/> Director <input type="checkbox"/> Producer			
2.3	Macao S.A.R. BIR no.				
2.4	Address				
2.5	Tel.				
2.6	Fax.				
2.7	Email				
2.8	Other contacts	Name			
		Tel.			
		Email			

Note: 1. Applicant should fill out the estimated total costs according to the actual need (including estimated production costs and estimated promotion and marketing costs).



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Part II: Information of Film Crew

1. Curriculum and Experience of the Film Crew

1.1 Curriculum and Experience of the Director

1.1.1	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			
1.1.2	Highest level of education			
	Degree	Name of school and major	Location of degree conferral	
1.1.3	Past works (involved in film production / filmmaking)			
	Film title	Year	Position	Awards
1.1.4	Other trainings and experiences relating to film production / filmmaking [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			



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1.2 Curriculum and Experience of the Producer				
1.2.1	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			
1.2.2	Highest level of education			
	Degree	Name of school and major		Location of degree conferral
1.2.3	Past works (involved in film production / filmmaking)			
	Film title	Year	Position	Awards
1.2.4	Other trainings and experiences relating to film production / filmmaking [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			



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1.3 Curriculum and Experience of the Production Manager				
1.3.1	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			
1.3.2	Highest level of education			
	Degree	Name of school and major		Location of degree conferral
1.3.3	Past works (involved in film production / filmmaking)			
	Film title	Year	Position	Awards
1.3.4	Other trainings and experiences relating to film production / filmmaking [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			



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1.4 Curriculum and Experience of the Screenwriter				
1.4.1	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			
1.4.2	Highest level of education			
	Degree	Name of school and major		Location of degree conferral
1.4.3	Past works (involved in film production / filmmaking)			
	Film title	Year	Position	Awards
1.4.4	Other trainings and experiences relating to film production / filmmaking [In either bilingual form (Chinese & English or Portuguese & English), within 300-500 words for each language.]			



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2. Film Crew's Personal Particulars

Remarks:

1. Please indicate between brackets the names of the leading / supporting actors and actresses in the film;
2. Please indicate "TBC" when status in doubt;
3. Provide only one name for the field of "Name";
4. Please provide the photocopy of documents showing experiences and awards of all major members in the film crew listed as below.

	Position	Name	Involved in relevant position before	Nationality	Macao resident
2.1	Director		<input type="checkbox"/> Yes <input type="checkbox"/> No		
2.2	Producer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.3	Production manager		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.4	Screenwriter		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.5	Original author		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.6	Leading actor ()		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.7	Leading actress ()		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.8	Supporting actor ()		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.9	Supporting actress ()		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.10	Director of photography		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.11	Gaffer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.12	Film editor		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.13	Art director		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.14	Score producer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.15	Costume designer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.16	Special effects artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.17	Foley artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No



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Part III: Proposal for Feature Film Production

1. Production Format

☐ 35mm ☐ HD ☐ 4K or above

2. Concept of Creation and Production Plan [In either bilingual form (Chinese & English or Portuguese & English), within 1,000-1,500 words for each language.]

3. Cinematic Techniques [In either bilingual form (Chinese & English or Portuguese & English), within 500-1,000 words for each language.]



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4. Scheduled Filming Locations

Location	Region	Number of scenes to be shot

5. Estimated Production Schedule

	Production period	Period
5.1	Pre-production (Complete script, fund-raising, location scouting, casting, costume, etc.)	____ / ____ to ____ / ____ mm yyyy mm yyyy
5.2	Filming	____ / ____ to ____ / ____ mm yyyy mm yyyy
5.3	Post-production (Film editing, sound effects, scoring, sound mixing, film processing and output, etc.)	____ / ____ to ____ / ____ mm yyyy mm yyyy
5.4	Promotion	____ / ____ to ____ / ____ mm yyyy mm yyyy
5.5	Screening	____ / ____ to ____ / ____ mm yyyy mm yyyy



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Part IV: Screenplay Synopsis and Scene-by-scene Plot Summary

1. Screenplay Synopsis

In Chinese or Portuguese (within 500-1,000 words)

In English (within 500-1,000 words)



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2. Scene-by-scene Plot Summary (please attach extra sheets if space is not enough)

Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), within 50-100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), within 50-100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), within 50-100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), within 50-100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), within 50-100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), within 50-100 words for each language.]:			



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Part V: Estimated Production Costs and Spending Details

1. Estimated Production Costs

1.1 Personnel fee

Department	Position	Job duties	Quantity	Amount (MOP)
	Producer			
Directing	Director			
	Screenwriter			
	Assistant director			
	Script supervisor			
Production	Production manager			
	Production assistant			
	Grip			
Cast	Leading actor / actress			
	Special appearances			
	Extra			
Photography	Director of photography			
	Assistant director of photography			
	Camera operator			
Lighting	Gaffer			
	Best boy			
	Technician			
Art and costume	Art / costume director			
	Assistant art director			
	Props assistant			
	Wardrobe assistant			
Hair and make-up	Make-up artist / hairdresser			
Sound	Sound recordist			
	Boom operator			
Other				



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1.2 Production fee 1: Pre-production and production phases (equipment rental and material costs)				
Department	Equipment / materials	Particular	Quantity	Amount (MOP)
Photography	Photographic equipment			
	Additional equipment			
	Consumables			
Lighting	Lighting equipment			
	Consumables			
Art and costumes	Props / sets cost			
	Costumes cost			
Sound	Recording equipment			
	Consumables			
Production	Generator vehicle			
	Generator			
	Track			
	Site rental cost			
	Others			
Hair and make-up	Materials for make-up / hairdressing			
Other				
1.3 Production fee 2: Post-production phase				
Department	Item	Particular	Quantity	Amount (MOP)
Post-production	Sound effects			
	Film editing			
	Colour grading			
	CG special effects			
	Scoring			
	Consumables			
	Others			
Other				



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1.4 Transportation fee				
Department	Item	Particular	Quantity	Amount (MOP)
Photography	Vehicle rental (used for carrying people and delivering equipment)			
Lighting				
Art and costumes				
Sound / hair and make-up / cast / production				
Other				
1.5 Accommodation fee				
Production period	Particular		Quantity	Amount (MOP)
Pre-production				
Filming				
Post-production				
1.6 Catering fee				
Category	Particular		Quantity	Amount (MOP)
Meals for pre-production phase				
Meals for filming phase				
Meals for post-production phase				



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2. Production Costs Spending Details		
Category	Details of spending / usage	Percentage of the estimated production costs
Personnel fee		
Production fee		
Transportation / accommodation / catering fee		



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3. Subsidy Provided / Expected to be Provided by Other Public Institutions

Is there any subsidy provided / expected to be provided by other public institutions?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please fill in the following blanks)	
Name of organisation providing / to provide subsidy	Amount (MOP)	Status
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved

Submission Requirements

1. Applicants should submit this Application Form along with all documents outlined in clause 7.1 of “Application Rules for the 2018 Support Programme for the Production of Feature Films”. Please provide a total of eight copies of all documents including one original set and seven photocopies. At the same time, applicants must ensure that the content of all photocopies matches with the original. In case of any discrepancies between the original and the photocopies, content of the original document shall prevail;
2. All documents must be compiled into a pamphlet and put in a document envelope following the sequence of documents stated in clause 7.1 of the Application Rules. The following information should be indicated on the envelope:
 - 2.1 Application for the 2018 Support Programme for the Production of Feature Films—Initial Review;
 - 2.2 Name of the applicant;
 - 2.3 Film title.

Statement

1. I hereby confirm that I have read and understood all terms in the “Application Rules of the 2018 Support Programme for the Production of Feature Films” issued by the Cultural Affairs Bureau and agree to be bound by all provisions and conditions;
2. I, undersigned, hereby acknowledge and guarantee that all information completed in this application form and those in the appendices attached are true and accurate with no errors, fraud, or omissions, and I am committed to accepting all legal liabilities for the content of such information.

Applicant's signature

Application date

(As in ID card)

(dd/mm/yyyy)



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For IC use only

Application no.: _____

Documents received:

- ☐ Hard copy of Application Form for the 2018 Support Programme for the Production of Feature Films—Initial Review
- ☐ Photocopy of applicant's Macao S.A.R. Resident Identity Card (both front and back)
- ☐ Photocopies of public screening documents of one feature film (minimum 80 minutes duration) or of two short fiction films (minimum 20 minutes duration each) directed or produced by the applicant
- ☐ Photocopies of documents showing experiences and awards of all major members in the film crew (those members of film crew as referred to in item 2 of Part II of the Initial Review Application Form)
- ☐ Declaration signed by major members in the film crew (as referred to in item 2 of Part II of Initial Review Application Form) stating agreement to participate in film production
- ☐ Document stating original author's agreement on the production of the film (if applicable)
- ☐ Authorisation letter from the original screenwriter or related copyright owner agreeing to the production of film based on his/her works or reproducing the original scripts (if applicable)
- ☐ A 3-5 minute edited clip (with dialogue) of a feature film directed or produced by the applicant, provided in MPEG-2 format, or can play in full on a DVD
- ☐ An e-copy of all the application documents provided in a CD

Staff's signature

Date
