



澳門特別行政區政府  
Governo da Região Administrativa Especial de Macau  
文化局  
Instituto Cultural

**Department for Promoting Cultural and Creative Industries**  
**2018 Support Programme for the Production of Feature Films**  
**Mid-term Progress Report**

**Part I: Information of the Film**

Name of beneficiary (Chinese / Portuguese and other language)

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Title of film (Chinese / Portuguese and other language)

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Co-producer (if applicable)

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Film format (35mm / HD / 4K or above)

Film length (minutes)

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Filming location (Region: Macao / Hong Kong / Mainland China / Others)

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**Part II: Updated Information of the Film**

**1. Production period**

Remarks: Any updated information must be complied with the regulations stated in clause 8.2.4 of the Application Rules

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



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## 2. Film Crew's Personal Particulars

Remarks: 1. Please write the names of the leading / supporting actors and actresses in parenthesis;  
2. Any updated information must be complied with the regulations stated in clause 8.2.3 of the Application Rules

Position	Name	Involved in relevant position before	Nationality	Macao resident
Director		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Producer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Production manager		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Screenwriter		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Original author		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Leading actor ( )		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Leading actress ( )		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Supporting actor ( )		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Supporting actress ( )		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Director of photography		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Gaffer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Film editor		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Art director		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Score producer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Costume designer		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Special effects artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Foley artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No



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### **Part III: Mid-term Progress Report of the Film**

(At least 1,000 words; please attach extra sheets if space is not enough.)

- Remarks: 1. Please provide a mid-term progress report of the film and provide all relevant information (e.g. photographs, videos, etc.);
2. If the film is not executed according to the original plan, please provide a detailed description of the modified content and reasons for said changes;
3. Other comments.



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**Part IV: Mid-term Statement of Revenue and Expenditure for the Items Supported by the Programme**

[The amount of the statement of revenue and expenditure should be indicated in patacas (MOP)<sup>Note 1</sup>; please attach extra sheets if space is not enough.]

**1. Expenditure of the items supported by the Programme**

Item		Estimated expenditure <sup>Note 4</sup>	Current expenditure	Percentage of total expenditure for the items supported by the Programme
Production costs <sup>Note 2</sup>	Personnel fee			
	Production fee 1 <sup>Note 5</sup>			
	Production fee 2 <sup>Note 6</sup>			
	Transportation fee			
	Accommodation fee			
	Catering fee			
Promotion and marketing costs <sup>Note 3</sup>	Promotional materials			
	Exhibition preparation and materials			
	Premiere			
	Advertising			
	Outdoor promotion			
	Promotional planning			
<b>Current total expenditure of the items supported by the Programme: (Production costs + Promotion and marketing costs)</b>				

- Notes:
1. If expense involves foreign currency, it shall be denominated in patacas. The exchange rate will take the average of the exchange rates provided by Banco Nacional Ultramarino (BNU) and Bank of China (BOC) Macau branches on the date of signing the agreement; if the result shows decimals, it should be rounded up to one decimal place;
  2. "Production costs" refer to the amount indicated in item 1 of Part III of the Second Review Application Form;
  3. "Promotion and marketing costs" refer to the amount indicated in item 3 of Part IV of the Second Review Application Form;
  4. "Estimated expenditure" refers to the total amount indicated in item 1 of Part III and item 3 of Part IV of the Second Review Application Form;
  5. "Production fee 1" refers to the amount indicated in item 1.2 of Part III of the Second Review Application Form;
  6. "Production fee 2" refers to the amount indicated in item 1.3 of Part III of the Second Review Application Form.



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<b>2. Revenue: grant and subsidy by local public institutions (for production, promotion and marketing)</b>			
Item	Name of the institution	Current revenue	Percentage of total revenue granted and subsidised by public institutions
IC Subsidy			
Grant and subsidy of other local public institution (for production, promotion and marketing)			
<b>Current total revenue: grant and subsidy by local public institutions: (IC Support + Grant and subsidy by other local public institution)</b>			

**Part V: Mid-term Statement of Revenue and Expenditure for the Items not Supported by the Programme**

[The amount of the statement of revenue and expenditure should be indicated in patacas (MOP)<sup>Note 7</sup>; please attach extra sheets if space is not enough.]

**1. Revenue of items not supported by the Programme**

1.1 Capital added

Item	Name of the unit	Current revenue	Percentage of total revenue for the items not supported by the Programme
Investments			
Financing			
Donations from individuals, private companies or firms			
Other			

Note: 7. If expense involves foreign currency, it shall be denominated in patacas. The exchange rate will take the average of the exchange rates provided by Banco Nacional Ultramarino (BNU) and Bank of China (BOC) Macau branches on the date of signing the agreement; if the result shows decimals, it should be rounded up to one decimal place.



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1.2 Proceeds from sales			
Item	Name of the unit	Current revenue	Percentage of total revenue for the items not supported by the Programme
Box office revenue in Macao			
Box office revenue in other regions			
Revenue from copyright trading			
Merchandising			
Other			
<b>Current total revenue of the items not supported by the Programme: (Capital added + Proceeds from sales)</b>			
<b>Part VI: Photos, Audio-visual Recording and Other Information</b> <small>Note 8</small> (If applicable; please attach extra sheets if space is not enough.)			
Item	Qty.	Remarks	
1.			
2.			
3.			
4.			
5.			
6.			

Note: 8. Except for the hard copies, soft copy of the information can be submitted in a disc, if any.



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### Declaration

I hereby declare that:

1. All current expenditure and revenue related to Support Programme has been disclosed, with no hidden expenditure or revenue;
2. I agree to authorise IC to use information I have submitted for promotion, display, research of cultural and creative industries, and to publish in publications, newsletters, websites or other promotional materials;
3. I promise to submit an “Authorisation statement of information use” if necessary and per IC’s requirement;
4. All information given above and attached is correct and true.

Contact no. of the beneficiary: \_\_\_\_\_

Signature of beneficiary (as in ID card): \_\_\_\_\_

Date (dd/mm/yyyy): \_\_\_\_\_

### For IC use only

File no.	Date of receipt	
Remarks		