



2020

## 第四屆電影長片製作支援計劃

4.º Programa de Apoio à Produção Cinematográfica de Longas Metragens

4<sup>th</sup> Support Programme for the Production of Feature Films

 澳門特別行政區政府文化局  
INSTITUTO CULTURAL do Governo da Região Administrativa Especial de Macau

申請日期  
Período de Candidatura  
Application Period

10.12  
11.25

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

[www.icm.gov.mo](http://www.icm.gov.mo)



## 4th 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 (tentative)	Chinese / Portuguese			
		Other language			
1.2	Estimated total costs (MOP) <sup>Note 1</sup>	Estimated production costs			
		Estimated promotion and marketing costs			
1.3	Estimated production period (must be after 2020)	_____ / _____ - _____ / _____ 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	Email				
2.7	Fax.				
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** (if there is more than one person for the director position, please copy table 1.1 and fill in one by one)

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



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<b>1.2 Curriculum and Experience of the Producer</b> (if there is more than one person for the producer position, please copy table 1.2 and fill in one by one)				
1.2.1	Name	Chinese / Portuguese		
		Other language		
1.2.2	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), maximum of 500 words for each language.]			
1.2.3	Highest level of education			
	Degree	Name of school and major		Location of degree conferral
1.2.4	Past works (involved in film creation / production)			
	Film title	Year	Position	Awards
1.2.5	Other trainings and experiences relating to film creation / production [In either bilingual form (Chinese & English or Portuguese & English), maximum of 500 words for each language.]			



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<b>1.3 Curriculum and Experience of the Production Manager</b> (if there is more than one person for the production manager position, please copy table 1.3 and fill in one by one)				
1.3.1	Name	Chinese / Portuguese		
		Other language		
1.3.2	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), maximum of 500 words for each language.]			
1.3.3	Highest level of education			
	Degree	Name of school and major	Location of degree conferral	
1.3.4	Past works (involved in film creation / production)			
	Film title	Year	Position	Awards
1.3.5	Other trainings and experiences relating to film creation / production [In either bilingual form (Chinese & English or Portuguese & English), maximum of 500 words for each language.]			



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<b>1.4 Curriculum and Experience of the Screenwriter</b> (if there is more than one person for the screenwriter position, please copy table 1.4 and fill in one by one)				
1.4.1	Name	Chinese / Portuguese		
		Other language		
1.4.2	Brief introduction [In either bilingual form (Chinese & English or Portuguese & English), maximum of 500 words for each language.]			
1.4.3	Highest level of education			
	Degree	Name of school and major		Location of degree conferral
1.4.4	Past works (involved in film creation / production)			
	Film title	Year	Position	Awards
1.4.5	Other trainings and experiences relating to film creation / production [In either bilingual form (Chinese & English or Portuguese & English), maximum of 500 words for each language.]			



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## 2. Film Crew's Personal Particulars

Remarks:

1. Please indicate between brackets the tentative 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. If there is more than one person for the major position, please fill them in table 3 one by one;
4. Please provide the photocopy of documents showing experiences and awards of all major members in the film crew listed as below, together with declaration of agreement to the participation in the production of the album and transfer of personal information.

	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	Make-up artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.17	Special effects artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.18	Foley artist		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No



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**3. Film Crew's Personal Particulars (cont'd)**

Remarks:

1. Please indicate between brackets the tentative names of the leading / supporting actors and actresses in the film;
2. Provide only one name for the field of "Name";
3. If space is not enough, please copy table 3 and fill in one by one;
4. Please provide the photocopy of documents showing experiences and awards of all major members in the film crew listed as below, together with declaration of agreement to the participation in the production of the album and transfer of personal information.

	Position	Name	Involved in relevant position before	Nationality	Macao resident
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No





## Part III: Proposal for Feature Film Production

### 1. Production Format

35mm    HD    4K digital video or higher

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

(\*No amendment can be made for this part after submission)

**3. Cinematic Techniques** [In either bilingual form (Chinese & English or Portuguese & English), maximum of 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	No. of day
5.1	Pre-production (Complete script writing, fund-raising, location scouting, casting, costume design, etc.)	
5.2	Filming	
5.3	Post-production (Film editing, sound effects, scoring, sound mixing, film processing and output, etc.)	
5.4	Promotion	
5.5	Screening	



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

**1. Screenplay Synopsis** [In either bilingual form (Chinese & English or Portuguese & English), maximum of 1,000 words for each language.]



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<b>2. Scene-by-scene Plot Summary</b> (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), maximum of 100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), maximum of 100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), maximum of 100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), maximum of 100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), maximum of 100 words for each language.]:			
Scene:	Timing (day / night / other):	Setting:	Characters:
Summary [In either bilingual form (Chinese & English or Portuguese & English), maximum of 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	No. of ppl	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 (please specify)			



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<b>1.2 Production fee 1: Pre-production and production phases (equipment rental and material costs)</b>				
Department	Equipment / materials	Quantity (unit)	No. of day	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 (please specify)				

<b>1.3 Production fee 2: Post-production phase</b>				
Department	Item	Quantity (unit)	No. of day	Amount (MOP)
Post-production	Sound effects			
	Film editing			
	Colour grading			
	CG special effects			
	Scoring			
	Consumables			
Other (please specify)				



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<b>1.4 Transportation fee</b>				
Department	Item	Quantity (unit)	No. of day	Amount (MOP)
Photography	Vehicle rental (used for carrying people and delivering equipment)			
Lighting				
Art and costumes				
Sound / hair and make-up / cast / production				
Other (please specify)				

<b>1.5 Accommodation fee</b>			
Production period	Quantity (room)	No. of day	Amount (MOP)
Pre-production			
Filming			
Post-production			

<b>1.6 Catering fee</b>			
Item	Quantity (meal)	No. of day	Amount (MOP)
Meals for pre- production phase			
Meals for filming phase			
Meals for post- production phase			



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





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

Is there any grant or 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 grand or 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
		<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 6.1 of “Application Rules for the 4th Support Programme for the Production of Feature Films”. Please provide a total of six copies of all documents including one original set and five 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, the original documents 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 6.1 of the Application Rules. The following information should be indicated on the envelope:
  - 2.1 Application for the 4th 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 4th 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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Annex I

**Declaration of Applicant**

I \_\_\_\_\_(Name in full), holder of Macao S.A.R. Permanent Resident Identity Card, number: \_\_\_\_\_ hereby declare that all the parties providing their personal information acknowledge the purposes of the data collection in the application of the “4th Support Programme for the Production of Feature Films” and agree the Cultural Affairs Bureau of the Macao S.A.R. Government to transfer all the personal information provided for this application to the overseas panel members for review purpose.

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Applicant's signature  
(As on ID copy)

Date:            /            /  
                  dd            mm            yyyy



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Annex II

**Declaration of Agreement to the Participation in Film Production and Transfer of Personal Information**

I hereby declare that I \_\_\_\_\_(Name in full), holder of Macao S.A.R. Resident ID Card / Passport, number: \_\_\_\_\_ agree to participate in the production of the film of \_\_\_\_\_ (applicant's name), \_\_\_\_\_ (name of the film), as a \_\_\_\_\_ (e.g. producer, production manager, screenwriter, leading artist and leading actress, etc.), and aware that the above-mentioned film has applied to the Cultural Affairs Bureau for the “4th Support Programme for the Production of Feature Films” and agree the Cultural Affairs Bureau to transfer all the personal information provided for the above-mentioned application to the overseas panel members for review purpose.

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Declarant's signature  
(As on ID / passport copy)

Date:            /            /  
                  dd            mm            yyyy



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**For IC use only**

Application no.: \_\_\_\_\_

Documents received:

- Hard copy of Application Form for the 4th 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
- Declaration of 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 items 2 and 3 of Part II of the Initial Review Application Form)
- Declaration signed by major members in the film crew (as referred to in items 2 and 3 of Part II of Initial Review Application Form) stating agreement to participate in film production and agreement to transfer their personal information
- 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

\_\_\_\_\_

\_\_\_\_\_