

## Required Documents at time of Application to Telefilm Canada

*Feature Film Development*

To apply, complete the online application form and upload the documents below  
using: <https://telefilm.ca/en/log-in>

\*Please note that links to file hosting services (such as Dropbox, Google Drive, OneDrive, CloudMe, Sugar Sync, etc.) are not accepted.

		DOCUMENT	DESCRIPTION (customize and enter document name in text field on application form)	TYPE (select from dropdown menu)
<input type="checkbox"/>	1.	<p><b>Incorporation Certificate</b></p> <p>For applicant production company and parent company(ies), if applicable.</p>	Incorporation Documents_ <b>Company Name</b>	<b>Incorporation documents</b>
<input type="checkbox"/>	2.	<p><b>Corporate Declaration</b></p> <p>Declaration of Canadian Status of Corporation and Corporation Information for applicant company(ies) and parent company(ies), if applicable.</p> <p><i>Form is available on Telefilm's website.</i></p>	Corporate Declaration_ <b>Company Name</b>	<b>Affidavit</b>
<input type="checkbox"/>	3.	<p><b>Most Recent Creative Material</b></p> <p>E.g. outline, treatment, screenplay. Dated and with numbered pages.</p> <p><i>(Only if it is a first deposit for this project)</i></p>	Creative material_ <b>Date of Script</b>	<b>Script</b>
<input type="checkbox"/>	4.	<p><b>Screenwriter Agreement</b></p> <p>Including any amendments and the payment schedule.</p>	Screenwriter Agreement <b>_Date</b>	<b>Key personnel agreements</b>
<input type="checkbox"/>	5.	<p><b>Director Agreement</b></p> <p>As applicable.</p>	Director Agreement <b>_Date</b>	<b>Key personnel agreements</b>
<input type="checkbox"/>	6.	<p><b>Distribution Commitment Letter</b></p> <p>Firm commitment from an eligible Distributor</p> <p><i>(For Packaging stage only)</i></p>	Distribution Commitment Letter <b>_Date</b>	<b>Broadcast or distribution agreement</b>
<input type="checkbox"/>	7.	<p><b>Declaration Regarding Projects Submitted Under The Indigenous Stream</b></p> <p><i>(if applicable)</i></p> <p>Form available on the Program's webpage.</p>	Declaration_ <b>Indigenous Stream</b>	<b>Affidavit</b>

		<b>DOCUMENT</b>	<b>DESCRIPTION</b> (customize and enter document name in text field on application form)	<b>TYPE</b> (select from dropdown menu)
<input type="checkbox"/>	8.	<b>Declaration Regarding Projects Submitted Under The Stream for Racialized Persons</b>  Form available on the Program’s webpage.	Declaration_Stream for Racialized Persons	<b>Affidavit</b>
<input type="checkbox"/>	9.	<b>Pitch Document</b>  <b><i>**For projects submitted under the Stream for Racialized Persons and for the Selective and Indigenous Streams.</i></b>  1-2 pages containing the following: <ul style="list-style-type: none"> <li>• The logline</li> <li>• A description of the themes and creative intentions behind the project</li> <li>• A brief indication of the creative goals for this phase</li> <li>• A summary of the track record of the team</li> <li>• An indication of the intended audience for the project</li> </ul>	Pitch Document	<b>Project Plan</b>

**Note:**

*For the projects submitted under the Indigenous Stream, the jury may find it helpful to see a note from the writer about the way they intend to approach this phase of writing. E.g. If it is a rewrite of an existing script, discuss the writer’s intended changes. The jury may also find it helpful to see an email or a letter confirming the participation of the story editor, and a rationale for why this story editor is the best fit for the project.*