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Department:
Trade and Industry
REPUBLIC OF SOUTH AFRICA

THE SOUTH AFRICAN EMERGING BLACK FILMMAKERS INCENTIVE

APPLICATION FOR PAYMENT

FORM D

FOR INFORMATION:

- Please study the South African Emerging Black Filmmakers Incentive programme guidelines before completing the application form
- **All** sections of this form must be completed by an authorised official of the applying project
- Ensure that all the required information indicated in Section 9 is enclosed
- **Do not staple or bind (ring bind, heat bind etc) this document or any attachments**

Submit an original, signed and certified application by registered mail, courier or hand deliver to:

The Manager: Film & Television Production Unit
Industrial Development Administration Division
Department of Trade and Industry
Private Bag X 86
Pretoria
0001

the dti Campus: 77 Meintjies Street,
Sunnyside,
Pretoria 0002
Republic of South Africa

Website: www.thedti.gov.za

Customer contact centre: 0861 843 384



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REF NUMBER: 10/2/19/3/___

APPLICATION THE SOUTH AFRICAN EMERGING BLACK FILMMAKERS INCENTIVE PAYMENT FORM D

Notes:

- 1 The entity (SPCV) and all contractors and employees must abide by South African laws in all matters connected with filming in South Africa
- 2 Complete all fields and indicate "not applicable" when necessary
- 3 *Applicants must be in possession of a valid provisional approval*
- 4 *Provide proof of the submitted form B (within 3 months of receipt of the provisional approval) indicating the commencement of Principal photography*
- 5 Provide proof if applicable of the submitted form C regarding a revised completion date
- 6 *Submit the application for payment within three months of the completion date advised in form B or C*

1. APPLICANT DETAILS (SPCV)

- (a). Production company
- (b). Company Registration
- (c). Registered address (Courier address) Postal address
- (d). Tel Fax
Cell e-mail
- (e). Contact person
- (f). Designation: (i.e. Director)
- (g). Credit of the company director included in the credit list of the production
Yes No



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Department:
Trade and Industry
REPUBLIC OF SOUTH AFRICA

(h). Name, address and nationality of company directors

Name:	Name:	Name:
Address:	Address:	Address:
Nationality:	Nationality:	Nationality:
Name:	Name:	Name:
Address:	Address:	Address:
Nationality:	Nationality:	Nationality:

2. Details of the special purpose company used exclusively for the production of the production.

(a). Name of special purpose company

(b). Registered address

(c). Name, address and nationality of company directors

Name:	Name:	Name:
Address:	Address:	Address:
Nationality:	Nationality:	Nationality:
Name:	Name:	Name:
Address:	Address:	Address:
Nationality:	Nationality:	Nationality:



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Department:
Trade and Industry
REPUBLIC OF SOUTH AFRICA

(d). Bank account of special purpose company

Bank	
Branch	
Branch number	
Account name	
Account number	

(e). Attach original cancelled cheque Yes No

(f). Attach original credit order instruction Yes No

3. FILM & TELEVISION PRODUCTION DETAILS

(a). Title of the production

Copyright holder

(b). Synopsis (in one paragraph)

4 FORMAT AND SCHEDULE

Feature Film	Mini/TV Series	Telemovie	Video Gaming	Animation	Documentary
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Total running length: minutes

Total shooting weeks for the production Total shooting weeks in SA

Detail South African shooting schedule

Weeks	Active shooting days	Location
Week 1		
Week 2		
Week 3		
Week 4		



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Trade and Industry
REPUBLIC OF SOUTH AFRICA

Actual start date of Principal photography

dd / mm / yyyy

Actual completion date of principal photography

dd / mm / yyyy

Actual completion date of the project

dd / mm / yyyy

Is the film ready for distribution Yes

No

If TV series or mini series – Number of episodes

Duration of each episode

5. CONNECTED EXPENDITURE

Provide details of all companies (as identified in the budget) who will provide goods/services in making the film that are connected with the production company or any of its associate companies. Add a separate attachment if the space in the table is insufficient

If production has not commenced and the information is not known, indicate it as not applicable.

Name of connected company	Type of service and/or goods	Rand value

Has the production company taken over responsibility for making the film from another production company?

Yes

No

If yes, list the previous company or companies and attach the relevant legal agreement confirming the transfer of responsibility

Registered Company:	Registered Company:	Registered Company:
Registered address:	Registered address:	Registered address:
Company number:	Company number:	Company number:

Legal agreement attached Yes

No



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REPUBLIC OF SOUTH AFRICA

6 PRODUCTION EXPENDITURE

The audited expenditure statements must indicate the level of production expenditure, identifying the level of Qualifying South African production expenditure, clearly and separately showing which expenditure was incurred in South Africa and which Qualifying South African expenditure was incurred outside South Africa.

Production expenditure

Expense item	Total Production Expenditure	QSAPE in SA	QSAPE outside SA	Non QSAPE	Value of sales of goods	Prior company expenses	Connected party
Story/Script Dev							
Producers							
Direction							
Cast & Casting							
Total Above the Line							
Bit Players							
Extras							
Production Staff							
Asst D's & Continuity							
Camera Crew							
Camera Equip							
Grip Crew							
Grip Equip							
Lighting Crew							
Lighting Equip							
Sound Crew & Equip							
Art Dept Crew							
Art Dept equipment & consumables							
Construction							
Animals							
Armourers & weapons							
Stunts							
SFX Crew & Equip							
Costumes							
Makeup & hair							
Prosthetics							
Second unit							
Stock							
Transport & Flights							
Location Facilities							
Hotel & Living							
Film & Lab							
Total Below the line							
Editing							
Sound Editing							
Post Production – Digital							
Post Production – Labs							
Post Production - Sound							
Music							
Prod Office & Facilities							
SA Prod Fee							
Legal, Auditing & Banking							
Publicity							
Total Post production							
Insurances							
Contingency							
Total							



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Department:
Trade and Industry
REPUBLIC OF SOUTH AFRICA

Estimated Rebate - 50% for the first R6 million
and/or

R

Estimated Rebate - 25% for expenditure above R6 million

R

Total

R

Are the amounts charged between the SPCV entity and the connected party commercially reasonable

Yes

No

7. SOUTH AFRICAN PRODUCTION EMPLOYMENT (Actual)

Key Creative Positions	Nationality	Race	Gender
Director			
Producer			
Script Writer / Supervisor			
Music or Sound Supervisor			
Key Make-up Artist and Hair			
DOP			

8 B-BBEE

- B-BBEE scorecard issued by an accredited verification agency

Attached: Yes No

- Provide breakdown of scorecard as per attached sheet (Actual)

9. OTHER REBATES AND INCENTIVES

Indicate if the entity/production received any other rebates, incentives, training and internship funding in South Africa

Details	Rand amount



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Trade and Industry
REPUBLIC OF SOUTH AFRICA

10. ADDITIONAL DOCUMENTS ATTACHED

Description of document	Attached	Not attached
Audited summary and detailed expenditure report (please use 2 sided printing)		
Auditor's statement		
Complete general ledger in electronic format		
Full final cast and crew list showing the following information: <ul style="list-style-type: none">- Nationality/residency- ID number or passport number- Total fee/salary paid to all SA nationals/residents (please use 2 sided printing for the above documents)		
An original valid Tax Clearance Certificate issued by SARS		
Original credit order instruction form		
Original cancelled cheque		
Valid BBBEE Certificate of SPCV and Service Company (At least Level 3)		
A DVD copy of the production to evidence its completion to a standard suitable for exhibition and verification of the dti credit		

11. CONFIDENTIALITY

All information provided by the applicant will be held by the Department on a strictly commercial-in-confidence basis. The information may be provided to the South African Revenue Service (SARS) and members of the Adjudication Committee and when considered necessary, an independent industry expert. The Government confidentiality provisions will bind these parties.



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12. DECLARATION BY APPLICANT

I, in my capacity as on behalf of.....hereby declare that the information in this application for payment is a fair and true reflection of the project and that all relevant information has been disclosed. I am aware of the fact that the information which I have submitted above will have a material bearing on the adjudication of the application and if it, therefore, subsequently transpires that any information in the application and addenda is not correct, or that certain information was omitted, the Adjudication Committee shall render the application invalid and be entitled to withdraw or amend its approval, without prejudice to its rights.

This application (with any addenda), if successful, will form part of your contract with the Department of Trade and Industry.

Signature.....

Signed at on the.....of.....20.....

Justice of the Peace/Magistrate/Commissioner of Oaths.....

Designation (Rank)Ex officio Republic

Date Place

Full names and surname

Address

Creative personnel										
Crew										
Extras										

Employees as per Service Company

Individual Name	Main Role in the Production	Other roles in the Production	Salary { (daily rate) at application stage, salary at claims (stage)}	Gender	Race	Youth <i>(i.e. 18yrs to 35yrs, indicate with a yes or no)</i>	Disability Status <i>(i.e. indicate with a yes or no)</i>	Citizenship

Skills Development	<i>(Please provide the information with regards to skills development taking place in this production as per the table below):</i>								
	Individual Name	Gender	Race	Entry Level <i>(i.e. matriculant, graduate, production assistant, etc)</i>	Training/skill Provided <i>(e.g. camera operation, directing, acting etc.)</i>	Duration of Training <i>(days, weeks, months etc.)</i>	Training Skills level <i>(e.g. NQF level, accreditation)</i>	Name of Coach/Mentor	Previous productions <i>(involved in as per specified training, indicate at claim</i>

										stage)

Preferential Procurement	<i>(Please provide information with regard to suppliers of goods and services used in this production and indicate how much will be spent per each supplier, as shown on table below. This information will be required at application and claim stage):</i>									
	Supplier Name	Race	Gender	Youth <i>(i.e. 18yrs to 35yrs, indicate with a yes or no)</i>	Disability <i>(i.e. indicate with a yes or no)</i>	Location	Goods/ Services(<i>specify</i>)	% of Goods/Services procured locally	Value of Goods/Services	% of Foreign Goods/Services

Enterprise Development e.g. securing deals, drawing contracts, set construction)	<i>(Please provide detailed information with regards to enterprises that are being developed during this production, specifically in areas related to film and television industry):</i>									
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Enterprise Name	Enterprise Ownership (% Equity)	Location	Type of development	Name of Coach/Mentor	Role of Mentor(s)	Duration of the development	Value Spend on the development

Social Responsibility	<i>(Information to be included here should be related to social responsibility with regards to this production. Details of goods used during this production and donated to the community):</i>									
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Name of recipient	Goods and/or Services	Value <i>(purchase price of goods or costs of service rendered)</i>	Reason for choosing this particular recipient