



MANITOBA | Musique et Film  
Film & Music | MANITOBA

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Pitch Readiness Program For Multi-Episode Productions Application Form

PROJECT INFORMATION

Title of Project \_\_\_\_\_

Log Line (1-2 sentence project description)

[Empty box for Log Line description]

Name of Production Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Province/State \_\_\_\_\_

Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Producer \_\_\_\_\_

Other Contact Person \_\_\_\_\_

Fax \_\_\_\_\_

Is project based on another work  Yes  No

If Yes

Title \_\_\_\_\_

Name of Author \_\_\_\_\_

Original Medium \_\_\_\_\_

Current Copyright Owner \_\_\_\_\_

What is the intended deliverables for this pre-market development stage (treatment, bible, demo, proof of concepts, etc.?)

[Empty box for intended deliverables]

# COMMUNICATION AUTHORIZATION FORM

Name of Project: \_\_\_\_\_ (the "Project")

Program (TV/Web Development, Feature Development, TV/Web Production, Emerging Talent, Microbudget Production, Manitoba Tax Credit, Feature Marketing): \_\_\_\_\_

By Signing below, the Applicant(s)/Borrower(s) hereby authorizes Manitoba Film & Music ("MFM") to collect, use, disclose, communicate and share information with the individuals listed in the table below (the "Authorized Individuals") and with any other person with whom MFM must reasonably communicate, on behalf of the Applicant(s)/Borrower(s), regarding all aspects of this application (the "Application"), both before and after MFM goes to contract on the Project, as applicable. Such collection, use, disclosure, communication and sharing of information includes information regarding the Application, the contract, deliverables for drawdowns, personal information about production staff, artists, and other personnel including work experience, residency, and ethnicity (the latter only for purposes of bonus points regarding Aboriginal production for Equity Applications), as applicable, and potential amendments to any agreement signed, if applicable, as well as any other issue surrounding the Project.

APPLICANT(S)/BORROWER(S) INFORMATION			
Full Name	Telephone #	Mailing Address (If different from Applicant(s)/Borrowers(s) address)	Email Address

By Signing below, the Applicant(s)/Borrower(s) confirms that, unless MFM receives written notification and acknowledges such notification, stating that an individual listed as an Authorized Individual is no longer permitted to liaise about the Project on behalf of the Applicant(s)/Borrower(s), it is understood that the Authorized Individuals are authorized, at all times, to communicate with MFM regarding the Project.

By signing this form, the undersigned Applicant(s)/Borrower(s), represents and warrants that he/she/it has the authority to allow the Authorized Individuals to collect, use, disclose, communicate and share information regarding the Project.

If an organization:

**NAME OF APPLICANT/BORROWER**

By: \_\_\_\_\_

Title: \_\_\_\_\_

If an individual:

\_\_\_\_\_

Witness

\_\_\_\_\_

Print Name of Witness

\_\_\_\_\_

Signature of Applicant(s)/Borrower(s)

\_\_\_\_\_

Print Name of Application(s)/Borrower(s)

**INTENDED PROJECT FORMAT**

Television or Web-based  Television  Web-based

Original Version  English  French  Other (specify)

Genre  Drama  Variety  Documentary  Children

Television Format  Series  Mini-series

Web-Based Format  Series  Mini-series

Technique  Live Action  Animation

Length Per Episode (minutes) \_\_\_\_\_ Number of Episodes \_\_\_\_\_

**KEY CREATIVE**

Province/State AND Country

**Manitoba Producer**

**Biography of Individual**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Co-Producer**

**Biography of Individual**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Co-Producer**

**Biography of Individual**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Script Writer**

**Biography of Individual**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Show Runner**

**Biography of Individual**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Other**

**Biography of Individual**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## GENERAL INFORMATION ON THE PRODUCTION COMPANY

**Production Company Profile** (demonstrates sufficient experience & calibre of productions. Include any previous awards and nominations)

**Other Projects that have received funding from MFM Since April 1st**

Production Company Bank

Bank Name \_\_\_\_\_

Address \_\_\_\_\_

City/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Production Bank Account Number \_\_\_\_\_

**FINANCING STRUCTURE FOR PRE-MARKET DEVELOPMENT**

<b>Public Funder</b>	<b>MANITOBA FILM &amp; MUSIC</b>	_____
<b>Public Funder</b>	_____	_____
<b>Production Company</b>	_____	_____
<b>Canadian Broadcaster</b>	_____	_____
<b>Specialty Services</b>	_____	_____
<b>Pay Television</b>	_____	_____
<b>Other (Specify)</b>	_____	_____
<b>Other (Specify)</b>	_____	_____
<b>Total Budget for pre-market development</b>		_____
<b>Manitoba Expenditure</b>		_____

**BREAKDOWN OF MANITOBA PRE-MARKET DEVELOPMENT EXPENDITURES**

<b>MANITOBA LABOUR &amp; SUPPLIES/MATERIALS</b>			
SECTION "A" Development	LABOUR	SUPPLIES & ALL OTHER COSTS	TOTALS
Manitoba Expenditures:			
Rural			
Urban			
<b>Total Manitoba Expenditures</b>			
Non-Manitoban Expenditures			
<b>TOTAL "A" Development</b>			

Note: Total Expenditure must correspond to Total Development Budget

## **MANDATORY DOCUMENTATION - PITCH READINESS PROGRAM CHECKLIST *(All documents must be numbered, versioned, and dated)***

**Please number documents accordingly on the top right corner of the page.**

**Items #1-15 must be submitted at the time of application for the analysis of the funding request.**

- 1. Completed, signed and dated application;
- 2. Detailed budget, signed and dated;
- 3. Commitment letter(s) for the balance of the pre-market development funding;
- 4. Complete chain of title documentation;
- 5. Detailed story outline and pre-market project description;
- 6. Resumes for key creative positions;
- 7. Pitch plan (an outline of the strategy and scope of the pitch to national and international broadcasters and distributors - identify those that will be targeted);
- 8. Funding plan (an outline of the strategy for securing financing for the eventual development and production phases of the project. Include any relevant information pertaining to the plan for attracting distributor investment and/or, in the case of web series, sponsorships);
- 9. Pre-market development schedule;
- 10. Business registration/articles of incorporation for all companies involved;
- 11. Resolution of board of directors (indicating list of directors, officers, voting shareholders, and contract signing authority) for all companies involved;
- 12. Most recent copy of the annual corporate return of information for all companies involved (if incorporated more than 1 year);
- 13. Marketplace readiness plan indicating target audience and market potential;
- 14. Detailed cast & crew list (if applicable - example: if a proof of concept is identified as the deliverable);
- 15. List of related party expenditures

### **Additional document required for “web only” projects:**

- 16. Next steps (identify plan regarding financing, marketing, distribution and maintenance strategies unique to web series development);

**Items #17-20 must be submitted to go to contract.**

- 17. Signed long form agreements for all financial participants (if applicable);
- 18. Most current financial statements (parent company statements if newly incorp.);
- 19. Void cheque for Production Company, through which all expenses will be paid;
- 20. Banking resolution showing cheque signing authority.

**APPLICATIONS WILL NOT BE PROCESSED UNTIL ALL REQUIRED DOCUMENTS ARE RECEIVED BY MANITOBA FILM & MUSIC**

I hereby confirm that the information, in this application and in all supporting documents, is verified true and correct. Application materials will NOT be returned. All submissions become the property of MANITOBA FILM & MUSIC.

**MANITOBA PRODUCER'S SIGNING AUTHORITY**

Name \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_