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[www.kznfilm.co.za](http://www.kznfilm.co.za)

[www.online.funding.co.za](http://www.online.funding.co.za)

PO Box 5274  
Durban  
4000

#### POST PRODUCTION FUNDING APPLICATION FORM

**The following Compulsory Documents must be submitted with the POST PRODUCTION application form.**

- A one page letter of motivation
  - A brief synopsis not to exceed one page
  - A full itemised production budget in addition to the top sheet that is part of this application. Please highlight budget items to be spent in KZN (50% of total budget must be spent in KZN)
  - A treatment or project outline (Narrative projects submit a director's treatment and Documentaries submit a detailed outline)
  - A full script for feature projects and scripts for all episodes for TV series
  - A comprehensive production schedule
  - The following table tiers the different films and provides details on the level of distribution agreements are required:
- |   |              |                      |                       |                                |
|---|--------------|----------------------|-----------------------|--------------------------------|
| = | Feature film | More than 60 minutes | Less than 160 minutes | Distribution letters of intent |
| - |              |                      |                       |                                |

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## KWAZULU NATAL FILM COMMISSION: POSTPOSTPRODUCTION FUNDING APPLICATION FORM

- A detailed financial plan with contract or commitment from other financiers where applicable. Please include the details of various co-funders, and whether funding has been committed or pending.
  - A summary of the work experience and/or qualifications of the key creative team
  - **Only filmmakers who either professionally or through training have produced, directed, or written a short film, documentary (Tier 1, Tier 2, Tier 3, Tier 4) are eligible to apply for production funding**
  - A certified copy of the applicant's South African identity document (**not older than 6 months**)
  - Company Registration documents of the company applying for funding
  - Valid tax clearance PIN from SARS (If available )
  - Valid BEE certificate (If available )
  - Signed SBD 4 form

### PLEASE NOTE:

- Non complaint applications will be given seven days (excluding weekends) to resubmit any outstanding documents or amend any errors on their application
- Summaries of CVs (2 pages) of the individuals making up the production team (**writer, researcher, HoD's, Producer, Director, etc.**) **must be included**
- Attach relevant copyright information
- **Applications can be emailed to [KZNFilmFund@kznfilm.co.za](mailto:KZNFilmFund@kznfilm.co.za) or hand delivered at KZN Film Offices in Durban. The entire proposal package must be submitted (including the application form and SBD forms)**
- Current postproduction contract holders are not eligible to apply for postproduction funding while the current post production contract is still open with KZN Film
- Should the applicant or recipient not be contactable for 2 months at the given address or contact number from the date of receipt of the award letter, the grant will be cancelled. Should there be a change of contacts the onus is on the applicant to notify the KwaZulu Natal Film Commission.
- The KZN Film Commission will provide written acknowledgement of applications within 4 weeks of receipt of the application.
- No applications shall be returned to the applicant
- You may submit extra material, e.g. videos, photographs, etc. (**if available**)
- Should the applicant become the recipient of the funding, she/he will be the signatory of the contract and/or on behalf of his or her company.
- Please ensure that you complete the information as requested in the access and equity section below

**Proposals that do not adhere to the above criteria will be disqualified**

**FILM FUND: APPLICATION FOR POST PRODUCTION FUNDING**

<b>A. TITLE OF PROJECT</b>	<input type="text"/>	<b>B.</b>		
<b>APPLICANT</b>				
Name of Applicant:				
Physical & Postal Address: (Please include Province)				
ID Number:				
Home Telephone:				
Work Telephone:				
Cell Phone:				
Fax:				
Email:				
<b>C. COMPANY DETAILS</b>				
Company Name:				
Company Registration Number:				
Physical Business Address:				
Postal Address: (Please include Province)				
Contact Name:				
Home Telephone:				
Work Telephone:				
Cell Phone:				
Fax:				
Email:				

**KWAZULU NATAL FILM COMMISSION: POSTPOSTPRODUCTION FUNDING APPLICATION FORM**

**Synopsis of Company Profile**

	Male	Female
Number of permanent employees		
Number of permanent Black (African, Indian, Coloured) employees		
% of Shared Equity owned by Blacks (African, Indian, Coloured)		
Number of Black (Africa, Indian, Coloured) employees in Senior/Executive Management Positions		
Number of Black (African, Indian, Coloured) employees in Junior Management Positions		
Temporary / Freelance employees		

**D. CATEGORY**

<input type="checkbox"/> Feature	Total Running Time in Minutes <input type="text"/>
<input type="checkbox"/> Short	
<input type="checkbox"/> TV Series	
<input type="checkbox"/> Documentary	
<input type="checkbox"/> Other – Specify: <input type="text"/>	

Genre: <input type="text"/>
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Logline – A brief one line description of your story: <input type="text"/>
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**Proposed Shooting Format (tick more than one if applicable)**

<input type="checkbox"/> Video (HiDef, Digibeta, DVcam, MiniDV, BetaSP, etc.)
<input type="checkbox"/> Other - specify <input type="text"/>

**E. ANTICIPATED SCHEDULE**

	From:	To:
Pre-Production		
Production		
Post-Production		

**F. NON KZN COMPONENT**

Please specify any non-KZN component of the project (e.g. locations, investors, principal creative team, artists). <input type="text"/>
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**KWAZULU NATAL FILM COMMISSION: POSTPRODUCTION FUNDING APPLICATION FORM**

**G. PRINCIPAL CREATIVE TEAM**

	Name	Contact Number	Male	Female
Director:				
Producer:				
Writer:				

**H. COPYRIGHT**

*The Applicant must be the originator of the script, treatment or outline concerned, or be the holder of copyright or have an option to the rights in any and all works on which the project is to be based.*

	YES	NO
<b>Original Idea?</b> If no, attach full details on a separate sheet		
<b>True Story / Real Life Characters?</b> If yes, attach full details on a separate sheet. If partially based on or drawn from a true story or involving real life characters, attach full details on a separate sheet.		
<b>Underlying work/third party content?</b> If <b>yes</b> , attach full details on a separate sheet.		
<b>Are you aware of any claims against your control or ownership of the rights?</b>		

**I. FINANCIAL PLAN SUMMARY**

INVESTOR	COMMITTED		PENDING	
	AMOUNT	%	AMOUNT	%
KZN Film Commission			R	
<b>TOTALS</b>	R		R	

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**KWAZULU NATAL FILM COMMISSION: POSTPOSTPRODUCTION FUNDING APPLICATION FORM**  
**J. PLEASE BRIEFLY MENTION ANY OTHER (INCLUDING THIS ONE) PROJECT YOU ARE INVOLVED IN AND THE STATUS OF THE PROJECT**

I/We declare that the information provided herein and in the supporting documentation appended to this application is accurate.

SIGNATURE(S) \_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

**K. ACCESS AND EQUITY**

The KwaZulu Natal Film Commission aims to provide equitable access by South Africans to its funding initiative regardless of their racial background, culture, sex, physical or intellectual disability. In order to assist in monitoring performance in this regard and comply with statutory obligations it would be greatly appreciated if you would complete the following details and include it with your application. Statistics generated from this information will be presented in aggregate and will not form part of your application.

- **Only the applicant to complete the below section**

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

Your Name: \_\_\_\_\_

Date: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Please tick with an X in the appropriate box.

Are you male or female?	M	F
Race?	B	W
Do you have any physical disability?	Yes	No
Are you a South African citizen?	Yes	No
Are you a South African resident?	Yes	No

Which Province are you from? \_\_\_\_\_

**KWAZULU NATAL FILM COMMISSION: POSTPRODUCTION FUNDING APPLICATION FORM**

**L. BUDGET (please attached detailed postproduction budget)**

<b>POSTPRODUCTION COSTS</b>	
EDITOR	
ASSISTANT EDITOR	
DIT	
EDIT SUITE	
COMPOSER	
MUSIC	
ARCHIVE	
GRAPHICS	
VFX	
FINAL MIX	
VOICE OVER	
SUBTITLER AND EQUIPMENT	
LABORATORY PROCESSING	
<b>TOTAL POSTPRODUCTION COSTS</b>	
ADMINISTRATIVE EXPENSE	
PUBLICITY – TRAILER, POSTER	

INSURANCE	
CONTINGENCY	
<b>OTHER COSTS</b>	
<b>TOTAL BELOW THE LINE</b>	
<b>TOTAL KZN EXPENDITURE</b>	
<b>TOTAL BUDGET</b>	