

# Please consider the environment before printing.

Applications must be submitted according to the Program Deadlines published on the CMF website and must include the required documents listed below.

Please note there is a maximum of 1 Predevelopment application per Applicant.

## APPLICATIONS MUST INCLUDE THE FOLLOWING IN DIALOGUE

• A completed dialogue application form with Persona-ID number entered in the applicable sections. Please review the Application User Guide available on the CMF Website.

### APPLICATIONS MUST INCLUDE THE FOLLOWING REQUIRED DOCUMENTS

• Narrative Positioning Attestation (form available)

Visit the Narrative Positioning page on the CMF website. Submit the signed Narrative Positioning Attestation form.

## **Trigger Information**

• Letter of Interest (form available).

#### **Financing Information**

• Predevelopment Budget signed and dated (form available).

### **Underlying Rights Information**

- Transfer of Rights agreement if applicable.
- Signed Writer(s) agreements optional at time of application. Deal memos are acceptable at this stage.

# **Corporate Information**

Documents under this section to be submitted under the **Records** menu, under **My Organizations**; select company; select **Manage Documents** button on top right; click on **Add** and then **Submit**. Only required if there have been changes to the corporate information since the last application. These documents are not required for broadcasters' internal productions.

- Declaration of the Corporation's Canadian status, and its Shareholders and Directors (form available)

  Please submit a form for the applicant company and if applicable, for the co-applicant, parent companies or any other Shareholder that is a company. All Shareholders and Directors are required to complete a PERSONA-ID form and enter their PERSONA-ID number on the Declaration.
- Certificate of Incorporation of the Applicant
  - "Applicant" means the for-profit company or corporation making the application. If you are applying on behalf of a company that is not yet incorporated, do not submit anything at this point. However, please note that incorporation documents are required for contract signature.
- Corporate Profile including company mandate for all project applicants, co-applicants and parent companies, as applicable.

## PERSONA-ID

• Self-Identification Platform: Please visit the CMF's PERSONA-ID page.

All individuals with ownership and control rights in the applicant company and members of the project's key personnel must register to create a PERSONA-ID account and complete a self-identification form to obtain a PERSONA-ID number.

• In Dialogue: Please visit the Dialogue page.

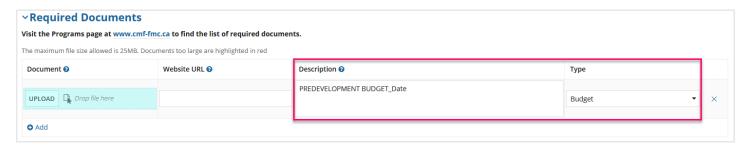
The application form must be completed with the PERSONA-ID numbers entered in the applicable sections.

\*The CMF reserves the right to require other documentation for the completion of the assessment of the project.

# How to name documents

- Having a Description and selecting a Type that makes sense to each required document uploaded in your application form will ensure proper analysis of your project.
- For the Description of each uploaded document, copy the names of the documents from the list of required documents. You can add details in the description for more clarity.

## Example:



# Please note:

- Any material exceeding maximum page limits will not be reviewed during the evaluation process.
- Using a simple black font on a white background with a size greater than 11 points makes your documents easier to read.
- Documents directly uploaded to Dialogue must be in PDF, Microsoft Word, Microsoft Excel or any file type supported by Microsoft Office or Adobe Acrobat and should not exceed 25MB.
- Documents with unsupported file types (e.g. Apple Pages, Apple Numbers) will not be reviewed.
- File formats for data compression (e.g. ZIP) must only be used for images, audio and audiovisual files.
- Hyperlinks provided for audiovisual material should not lead to platforms requiring registration or sharing personal information about connected users with applicants (e.g. Google Drive, Microsoft OneDrive).