



APPLICATIONS MUST INCLUDE THE FOLLOWING ADMINISTRATIVE INFORMATION:

- **JOINT SIGNATURE FORM** ([template available](#)).
- **A LIST OF THE PROJECTS PRODUCED BY THE FRENCH PRODUCTION COMPANY**
- **A LIST OF THE PROJECTS PRODUCED BY THE CANADIAN PRODUCTION COMPANY**
- **THE DEAL MEMO OR THE COWRITING OR CO-DEVELOPMENT AGREEMENT**
- **CONTRACTS PROVING THE ACQUISITION OF NECESSARY RIGHTS** (e.g. option contract, script writer's contract etc.)
- **DEVELOPMENT GOALS AND TIMELINE FOR THE WRITING OR DEVELOPMENT PHASE**
- **WRITING OR DEVELOPMENT BUDGET** ([template available](#)).
- **WRITING OR DEVELOPMENT FINANCING PLAN**

FOR THE CANADIAN PRODUCTION COMPANY:

- **COMPLETE INCORPORATION DOCUMENTS**
- **NEW – DIRECTORS AND SHAREHOLDERS FORM – GENERAL CMF PROGRAMS** you must use the *new* form available on the CMF website (make sure to use the form from the current fiscal year). Submit a form for the applicant and, if applicable, for the co-applicant, your parent companies or any other shareholder that is a company. If you are applying on behalf of a company that is not yet incorporated, submit a list of the future directors and shareholders. A Directors and Shareholders Form is required in each application for 2021-2022.

APPLICATIONS MUST INCLUDE THE FOLLOWING CREATIVE INFORMATION:

FOR CO WRITING PROJECTS

- **CV OF KEY CREATIVE PERSONNEL**
- **BRIEF PROJECT SUMMARY**
- **LETTER OF THE INTENT FROM THE WRITER**
- **LETTER OF INTENT FROM THE PRODUCER, INCLUDING A DESCRIPTION OF THE PROJECT'S TARGET AUDIENCE**

FOR CODEVELOPMENT PROJECTS

- **CV OF KEY CREATIVE PERSONNEL**
- **BRIEF PROJECT SUMMARY**
- **LETTER OF INTENT FROM THE WRITER**
- **LETTER OF INTENT FROM THE PRODUCER, INCLUDING A DESCRIPTION OF THE PROJECT'S TARGET AUDIENCE**
- **DETAILED DESCRIPTION OF THE PROPOSED PROJECT.** For example, visual elements or mood boards in the case of television projects, or the main features of certain digital media projects (for example, technology, architecture, navigation, interface, graphic design, creative elements, user experience, functionalities)

- **PRELIMINARY PLAN FOR PROJECT PROGRESS TO FURTHER STAGES:** further development (if needed), production and distribution (maximum one page)

NOMENCLATURE OF DOCUMENTS please review the Guide to Complete Application in Dialogue to properly identify and name each document's Description and Type.

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

Now that you have the list of required documents, you are ready to prepare and submit your Application. CMF programs are administered via Dialogue. New to Dialogue? You may find the Dialogue User Guide helpful: [USER GUIDE: HOW TO NAVIGATE DIALOGUE](#) - you can find it here <https://telefilm.ca/en/log-in> under Tools and resources - CMF. Use this guide to learn the basic step-by-step instructions to help you navigate the Dialogue platform.

Once you are all set-up with your Dialogue account, you will be able to submit your Application. The above-listed required documents must be uploaded to your Dialogue Application Form. To submit a complete Application, please follow the [GUIDE TO COMPLETE APPLICATION](#) linked to the Dialogue Application Form, as seen below:

Complete Application

Summary

Program _____ Application Year 2021-2022

[Guide to Complete Application](#)

Applicant

Select Applicant Company	Correspondence Language
<input type="text" value="Productions Inc."/>	<input type="text" value="--Select--"/>
If this information is incorrect, please contact the Telefilm Helpdesk enr@telefilm.ca	Are you applying on behalf of a company to be incorporated?
	<input type="text" value="--Select--"/>