



Please consider the environment before printing.
Follow our [Guide](#) on how to sign forms electronically.

IN PERSONA-ID SELF-IDENTIFICATION PLATFORM [Please visit the CMF's PERSONA-ID page.](#)

- **PERSONA-ID NUMBER FOR THE APPLICANT'S SHAREHOLDERS AND DIRECTORS, AND MEMBERS OF EACH PROJECT'S KEY PERSONNEL** The CMF shall rely solely on the self-identification information associated with each individual's PERSONA-ID number to determine (as applicable) eligibility for Programs, exclusive reserved portions of Program budgets, Performance and Development Envelope credit, Evaluation Grid points and/or for statistical and analytical purposes.

IN DIALOGUE [Please visit the Dialogue page.](#)

- **A COMPLETED DIALOGUE APPLICATION FORM WITH PERSONA-ID NUMBER ENTERED IN THE APPLICABLE SECTIONS** [Please contact our Coordination Team at \[cmf.fmc.coordination@telefilm.ca\]\(mailto:cmf.fmc.coordination@telefilm.ca\) for support.](#)

CORPORATE PROFILE

- Brief description of the company mandate.

NARRATIVE POSITIONING [Please visit the CMF's Narrative Positioning Policy page.](#)

- Applicant Attestation ([form available](#))

BUSINESS PLAN AND SLATE STRATEGY ([form available](#))

- Articulation of company business plan, objectives, and vision (including how the Applicant will contribute to the advancement of the industry).

GROSS SALES DECLARATION ([form available](#)). Share Gross sales for CMF projects completed by Applicant company / related entities in the past 5 years (January 1, 2018 to December 31, 2022), including:

- Broadcaster(s) Agreement(s) if Direct sales occurred AFTER DELIVERY OF PROGRAM (if applicable)
- Detailed Distribution reports (if applicable)
- Any contract(s) for Other Gross Sales (if applicable)

RECENTLY COMPLETED PRODUCTIONS ([form available](#))

- List of projects completed by Applicant Company / Related Entities in the past 5 years (April 1, 2018 to March 31, 2023).

CORPORATE INFORMATION [documents under this section to be submitted under the Records menu, under My Organizations](#); 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.

- **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.
- **COMPLETE INCORPORATION DOCUMENTS** articles of incorporation and by-laws for all television component applicants, television component co- applicants and parent companies, as applicable.

**Please be aware that in the event that the application is approved for CMF funding, additional documents will be required in order to proceed to the contracting phase.*

HOW TO NAME DOCUMENTS AND HELPFUL INFORMATION

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**.

EXAMPLE:

- **BUSINESS PLAN AND SLATE STRATEGY** (signed and dated)

Required Documents

The maximum file size allowed is 25MB. Documents too large are highlighted in red

Document	Website URL	Description	Type
UPLOAD  Drop file here		BUSINESS PLAN AND SLATE STRATEGY	Support Material
Add			

Applications must be submitted according to the [Program Deadlines](#) published on the CMF website and must include the required documents listed above.

Documents directly uploaded to Dialogue must be in PDF, Microsoft Word, Microsoft Excel or any file type supported by Microsoft Office or Adobe Acrobat.

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).

The maximum file size allowed is 25MB. Documents too large will be highlighted in red once uploaded in Dialogue.

For Selective Programs, please be aware that **any material exceeding maximum page limits will not be reviewed** during the selective evaluation process.