



**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:

**Required Documents**

Visit the Programs page at [www.cmf-fmc.ca](http://www.cmf-fmc.ca) to find the list of required documents.

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

Document	Website URL	Description	Type
<input type="button" value="UPLOAD"/> Drop file here		PREDEVELOPMENT BUDGET_Date	Budget

[Add](#)

## 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).