



California Film & Television Tax Credit Program 2.0

# APPLICATION CHECKLIST

## Non-Independent Productions

**Important:** Please carefully review [Guidelines](#) and [Budget/Tagging Instructions](#) regarding this list. All applicants should prepare items listed below prior to submitting an application. **If your project is selected, you will have only 3 days to submit all documents listed below.** All required materials must be uploaded via the online application portal. **PREPARE IN ADVANCE.**

APPLICATION - PHASE II REQUIRED DOCUMENTS	
<input type="checkbox"/>	<b>1 Budget</b> - in an industry standard budgeting format containing <b>QUALIFIED EXPENDITURES ONLY</b>
<input type="checkbox"/>	<b>2 One-line shooting schedule</b> - with scene descriptions (Production Board or Production Calendar for TV Series) - PDF file
<input type="checkbox"/>	<b>3 Screenplay</b> - PDF file
<input type="checkbox"/>	<b>4 Financing "backup" documents</b> - evidencing at least 60% of the financing for the total production budget (e.g. bank or brokerage statements, commitment letters) - PDF file
<input type="checkbox"/>	<b>5 Detailed Narrative Statement</b> - a statement, on letterhead, establishing that the tax credit is a significant factor in the applicant's choice of location for the project; include information about whether the project is at risk of not being filmed or, specify the jurisdiction where the project will be located in absence of the credit; the statement must be signed by an officer or executive of the applicant - PDF file
<input type="checkbox"/>	<b>6 Relocation Statement</b> - letter on letterhead certifying that the tax credit is the primary reason for relocation to California; applicable only for Relocating TV Series applicants; if submitting Relocating Statement, do not submit Detailed Narrative Statement (as above) - PDF file
<input type="checkbox"/>	<b>7 Pick-up Order</b> - indicate number of episodes; for TV series applicants only. - PDF file
<input type="checkbox"/>	<b>8 List all members of a combined reporting group</b> , if known at the time of the application. - PDF file
<input type="checkbox"/>	<b>9</b> If available, a list of states, provinces, or <b>other jurisdictions</b> in which any member of the applicant's combined reporting group (in the same business unit) has produced a qualified motion picture (films and scripted TV projects) intended for release in the United States market in the preceding calendar year. - PDF file

**Applicants who fail to provide the requested documentation will be ineligible.**