



California Film & Television Tax Credit Program 2.0

APPLICATION CHECKLIST

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"/>	1 Qualified Expenditures Budget - in an industry standard budgeting program properly tagged as indicated in the Budget/Tagging Instructions . DO NOT REMOVE HEADERS! All combined fringes must be broken down.
<input type="checkbox"/>	2 One-line shooting schedule - with scene descriptions; indicate out of zone and production facility days, if applicable (Production Board or Production Calendar for TV Series) - PDF file
<input type="checkbox"/>	3 Screenplay - PDF file
<input type="checkbox"/>	4 Financing "backup" documents - 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"/>	5 Detailed Narrative Statement - 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"/>	6 If available, financial information, including but not limited to, the most recently produced balance sheets, annual statements of profits and losses, audited or unaudited financial statements, summary budget projections or results - PDF file
<input type="checkbox"/>	7 List of names of all partners in a partnership or names of all members of a limited liability company (classified as a partnership not publicly traded for California income tax purposes) - PDF file

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