



Telefilm Micro-Budget Production Program (IMAC Intake Form)

Project Name:
Name of Applicant (Producer):
Address:
Postal Code:
IMAC Member in Good Standing (membership paid up to date): yes no
Email: Telephone:

Date Name Signature

This form must be completed and signed by the Producer that will be representing this project as 100% owner (who may also take the role as Writer) and who is a Canadian citizen within the definition of the Citizenship Act or permanent residents within the definition of the Immigration and Refugee Protection Act. NOTE: Applicants must be members in good standing (paid up to date) and have resided on PEI for at least 6 months in the past 5 years.

Checklist:

- 1. 3 to 5 minute clip pitch
2. trailer (highly recommended)
3. links to previous work
4. synopsis and creative vision statement
5. promotion and distribution plan
6. production timeline
7. budget
8. financial structure
9. script (recommended)
10. signed intake form

Applications must be submitted as a hard copy and a digital copy.

Hard Copies can be mailed to IMAC P.O. Box 2726 Charlottetown, PE C1A 8C3 or dropped off at the IMAC offices which are located at 115 Richmond Street, Charlottetown on the third floor above the Guild. Office hours are Monday, Tuesday, Thursday, Friday 10 to 4 (closed from 12 to 1). Hard copies must be in the IMAC offices by Mon, Jan 18th at 4pm.

Digital Copies must be sent in 1 submission email to imacmicrobudget@gmail.com with the subject heading Telefilm Micro-Budget no later than 4pm Atlantic time, Mon, Jan 18th. NOTE: digital copies must be in the following format a) written material must be in PDF format and appropriately labeled (eg for companies pugproductions_microbudget_synopsis or for individuals josmith_microbudget_budget); b) video must be submitted as vimeo or youtube links and the URLs included in the submission email (please make sure that all passwords to private files are included in the submission email).

The facilitator will send two letters to each applicant to confirm receipt of hard copy and digital copy of their project. If applicants do not receive a letter of confirmation for either copy they are advised to contact the facilitator at director@imac.coop or call 902-892-3131.