



**Telefilm Micro-Budget
Production Program
(IMAC Intake Form)**

Project Name:	
Is this a Webseries or Feature Film:	
Name of Applicant (Producer):	
Address:	
	Postal Code:
IMAC Member in Good Standing (membership paid up to date): yes <input type="checkbox"/> no <input type="checkbox"/>	
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
- 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 (at least first draft required)
- 10. signed intake form

Applications must be submitted as a **digital copy**.

Digital Copies must be sent in 1 submission email to director@imac.coop with the subject heading Telefilm Micro-Budget no later than 4pm Atlantic time, Mon Jan 22, 2018.

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 a letter to each applicant on Jan23, 2018 to confirm receipt the application. If applicants do not receive a letter of confirmation they are advised to contact the facilitator at director@imac.coop or call 902-892-3131.