

**NOTE FOR PRODUCERS APPLYING TO
THE EURIMAGES CO-PRODUCTION SUPPORT SCHEME**

**HOW TO CONFIRM SOURCES OF FINANCING FOR THE PURPOSES OF
THE 50% FINANCING REQUIREMENT**

As from January, applications must be submitted in accordance with the instructions set out in the application form, together with all the items referred to in the checklist attached to the application form, including the relevant evidence of financing. Incomplete applications or projects which do not conform to the eligibility criteria at the time when they are submitted for funding shall be declared ineligible by the Secretariat and shall not be included on the Agenda of the Board of Management meetings.

Please note that – contrary to the past practice in force in Eurimages – projects which do not meet these requirement by the time of the submission of the projects (including the evidence that 50% of the financing is confirmed in each co-producing country) will be automatically declared ineligible and producers will not be given extra time to complete their applications.

The table below makes clear reference to the documents required in order to confirm the main sources of financing.

Source of Financing	Evidence of financing required (documents in a language other than English or French should be accompanied by a translation in English or French)
Public funds (supranational, national, regional, local)	Agreement, deal memo or a recent letter of intent with amounts. Letters of intent must be dated max 6 months prior to the Board Meeting unless they specify a validity beyond the six months period.
TV investments (both presales and co- production)	Agreement, deal memo or a recent letter of intent with amounts. Letters of intent must be dated max 6 months prior to the Board Meeting unless they specify a validity beyond the six months period.

<p>Minima Guarantees (MG) for distribution (both national or international sales)</p>	<p>Agreement, deal memo or a recent letter of intent with amounts.</p> <p>Letters of intent must be dated max 6 months prior to the Board Meeting unless they specify a validity beyond the six months period.</p> <p>If the company acting as distributor or Sales Agent is the same company as one of the co-producers or a company affiliated to one of the co-producers, it is necessary to provide a recent bank letter covering the amount of the MG to be invested in the film.</p>
<p>Producers' deferrals and third party deferrals</p>	<p>Letter of intent with amounts clearly indicating the budgetary item(s) to be deferred and signed by the person authorised '(eg. the relevant producer when deferring his share of the producer's fee).</p>
<p>Own investment (including own investment by national producer)</p>	<p>Recent bank letter detailing the liquidity available on the account.</p>
<p>Tax credit, tax shelter schemes</p>	<p>BE: Agreement, deal memo or letter of intent with amounts (dated max within 6 months prior to the Board Meeting) with the company investing in the film <u>and</u> "European certificate" issued by the national competent authorities.</p> <p>CZ: "Project Record Certificate" from the Ministry of Culture</p> <p>IE: letter from the Section 481 provider</p> <p>IT: Copy of the first 3 pages of the application form (« Comunicazione prevista dal D.M. 7 Maggio 2009 ») submitted to/and stamped by MIBAC.</p> <p>HU: Agreement, deal memo or letter of intent with amounts (dated within 6 months prior to the Board Meeting) with the company investing in the film <u>and</u> confirmation from National Film Office.</p> <p>LU: confirmation from the national representative.</p> <p>RO: Agreement, deal memo or letter of intent with amounts (dated max 6 months prior to the Board Meeting) with the company investing in the film <u>and</u> confirmation from National competent authority.</p> <p>UK: a British Film certificate issued by the DCMS.</p>

Equity investments, product placement, sponsorships	Agreement, deal memo or a signed letter of intent with amounts <u>and</u> a recent bank letter (i.e. a letter from the bank detailing the liquidity available) pertaining to the company providing such financing.
In-kind contribution	(i) List of goods/services that will be provided in-kind ; (ii) evidence of possession of the material or of the services provided through a price list, catalogue, invoices for the materials/equipment bought etc; and (iii) clear indication of the corresponding item(s) in the production budgets provided.

The Secretariat reserves the right to request any further evidence of financing it considers necessary in order to assess the project. If you have questions on how to confirm any type of financing please contact the Secretariat.

If the decision to invest in the project has already been taken by the time of the submission of the application to Eurimages but you lack the relevant written documentation from a public fund or TV broadcaster, provided that such confirmation is the only missing element necessary to reach the 50% confirmed financing threshold, the Eurimages Secretariat can try to contact the public fund or the broadcaster in order to obtain their oral confirmation. Please provide the relevant contact details (name, role in the company, direct telephone line, fax number and e-mail address).

May we remind you that you must imperatively contact the national representative in your own country before the Board of Management meeting takes place.