

Final Application Checklist

Before submitting your application, please **review and confirm each of the following items** by checking the corresponding boxes. This attestation must be signed and included with your submission.

Please note that:

- Incomplete or non-compliant applications will be deemed ineligible and not considered for funding.
 - The Independent Production Fund will not follow up with applicants to correct, or complete, missing materials.
 - It is the applicant's responsibility to ensure that all required documents and eligibility conditions are met at the time of submission.
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- The applicant company is duly incorporated at the time of application.
 - If my financial structure includes additional sources of funding beyond the \$30,000 from the IPF program, I have included all corresponding proof of funding to my application (including any investment from my own company, in-kind or deferral).
 - I have included a signed writing agreement for each writer listed in the application (if there is more than one).
 - The story editor and/or development executive listed in my project **is not** one of the producers or one of the writers, and I have attached a signed letter of commitment for this person.
 - The creative pitch does not exceed three (3) pages maximum, including any title page.
 - The budget I submitted is the required IPF template and includes all pages or tabs, including the summary and the detailed budget for the proof of concept.
 - To demonstrate previous professional experience, I have included, in the appropriate section of the form, a video link or a link to the IMDb page of a **fiction** work that was publicly released (at a festival, online, or on television). The credited role pertains to **producing or writing** and is held by the producer or writer of the current project.

Date: _____

Applicant's Signature: _____