



**Rhode Island Banking Institution:**

\_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Location of Soundstage:**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_

**Brief Background of Company/Companies Involved in Production:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Brief Story Synopsis:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total Rhode Island Production Budget:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_

**Completion Date:** \_\_\_\_\_

**Number of principal and ongoing photography days in Rhode Island:** \_\_\_\_\_

**Number of principal and ongoing photography days outside of Rhode Island:** \_\_\_\_\_

**Anticipated Amount of Motion Picture Tax Credit:** \_\_\_\_\_

**“ABOVE THE LINE” PERSONNEL**

**Name:** \_\_\_\_\_

**Credits:** \_\_\_\_\_

\_\_\_\_\_

**Name:** \_\_\_\_\_

**Credits:** \_\_\_\_\_

\_\_\_\_\_

**Name:** \_\_\_\_\_

**Credits:** \_\_\_\_\_

\_\_\_\_\_

**INTERNSHIPS**

Briefly describe or attach additional information on your participation in internship programs offered by Rhode Island colleges, universities, labor organizations and non-profit organizations associated with the motion picture industry:

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**Number of Interns:** \_\_\_\_\_

**TRAINING PROGRAMS**

Briefly describe or attach additional information on your participation in training programs offered by Rhode Island colleges, universities, labor organizations and non-profit organizations associated with the motion picture industry:

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**Number of Training Program Participants:** \_\_\_\_\_

## DIVERSITY PROGRAMS

Briefly describe or attach additional information on your participation in diversity programs offered by Rhode Island colleges, universities, labor organizations and non-profit organizations associated with the motion picture industry designed to promote and encourage training and hiring of Rhode Island residents who represent the diversity of the Rhode Island population:

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**Number of Minorities Hired:** \_\_\_\_\_

**Total Number of Rhode Island Residents Hired:** \_\_\_\_\_

### REQUIRED DOCUMENTATION (PLEASE ATTACH)

- Secretary of State Articles of Corporation
- Letter of Good Standing from Rhode Island Division of Taxation
- Certificate of Disclosure of Corporation
- Final Screenplay (to be examined by Film Office at mutually agreed upon location)
- Letter of Intent of Viable Distribution signed by a major theatrical exhibitor or television network or cable station
- Schedule of days each "above the line" personnel (i.e.; Motion Picture Director, Producers, Writers and Featured Actors) of the motion picture production arrived and departed Rhode Island
- Calendar of days each "above the line" personnel performed work within Rhode Island
- Daily Production Schedule
- Detailed RI Budget (to be examined by Film Office at mutually agreed upon location)
- Cost Report (*example under All Forms at [www.film.ri.gov](http://www.film.ri.gov)*)
- Accountant's Certification of Cost Report
- Page 1 of the Motion Picture Production Tax Credit Information Request Form

- Diversity Tracking Chart (*example under All Forms at www.film.ri.gov*)
- Letter of Receipt for Loan Out Companies List from Rhode Island Division of Taxation
- Letter of Receipt for Out-of-State Vendors List from Rhode Island Division of Taxation
- Letter of Receipt for Page 2 of the Motion Picture Production Tax Credit Information Request Form from Rhode Island Division of Taxation

By signing below, I/we understand that, along with this completed document and required documentation, in compliance with the Rules and Regulations, I/we must provide screen credit to the Rhode Island Film & Television Office using the following language:

***With grateful acknowledgement to the State of Rhode Island and Steven Feinberg, the Rhode Island Film & Television Office***

The Rules and Regulations definition of screen credit is as follows: "Screen Credit' means a Motion Picture company engaged in a State Certified Production shall accord the State of Rhode Island, The Rhode Island Film & Television Office, along with the approved name and title of the Film Office Director, at the Film Office Director's sole discretion, a credit on screen "With grateful acknowledgement to" in the end titles of the Motion Picture with all other characteristics (including, without limitation, size, form, placement and duration) of such credit that equal to end credit of principal actor."

I/we also understand that I/we must provide the Rhode Island Film & Television Office two (2) DVD's of the finished production.

Under penalty of perjury, I/we declare that I/we have examined this form, including any accompanying documents and information, and to the best of my/our knowledge, the information and statements are correct and complete. I understand that providing false or misleading information is a violation of law and may subject me/us to legal penalties.

Motion Picture Company: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Print Name of Authorized Agent

\_\_\_\_\_  
Title of Authorized Agent

\_\_\_\_\_  
Date

**Please send completed application and final materials to:**  
 Steven Feinberg, Executive Director  
 Rhode Island Film & Television Office  
 One Capitol Hill, 3<sup>rd</sup> Floor  
 Providence, RI 02908