

## WASHINGTON FILMWORKS FUNDING ASSISTANCE APPLICATION FOR COMMERCIALS

The following documents must come attached to this application:

- Story or Shooting Boards
- Budget – the most current full line-item production budget that includes in-state and out-of-state spend and clearly indicates projected in-state qualified expenditures and Qualified Non-Resident Labor (if applicable.)
- Advertising Agency Award Letter – that indicates the amount of funds the agency is awarding for the project.
- Applicant’s Letter of Interest – letter detailing how the project represents and reflects the best of Washington State’s commercial motion picture industry and specifically how the project would help raise the profile of Washington State’s creative community. The letter should also address the applicant’s willingness and ability to enter into a contract with Washington Filmworks setting forth the terms and conditions of funding assistance.

### AGENCY INFORMATION

NAME OF COMPANY: \_\_\_\_\_

NAME OF PARENT COMPANY (if applicable) \_\_\_\_\_

TYPE OF BUSINESS ENTITY (i.e., LLC, partnership, etc.): \_\_\_\_\_

PERMANENT MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

FEDERAL EMPLOYER ID #: \_\_\_\_\_

WASHINGTON UNIFORM BUSINESS IDENTIFIER # (if applicable) \_\_\_\_\_  
\_\_\_\_\_

**PRODUCTION COMPANY INFORMATION**

NAME OF PRODUCTION COMPANY: \_\_\_\_\_

NAME OF PARENT COMPANY (if applicable) \_\_\_\_\_

TYPE OF BUSINESS ENTITY (i.e., LLC, partnership, etc.): \_\_\_\_\_

PERMANENT MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

FEDERAL EMPLOYER ID #: \_\_\_\_\_

WASHINGTON UNIFORM BUSINESS IDENTIFIER # (if applicable) \_\_\_\_\_

**APPLICANT INFORMATION (Applicant is the client of record)**

IS THE APPLICANT THE PRODUCTION COMPANY OR THE AGENCY LISTED ABOVE?

Production Company Agency 

CONTACT NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

**PRODUCTION AGREEMENT SIGNATORY (IF DIFFERENT THAN ABOVE):**\_\_\_\_\_  
\_\_\_\_\_ TITLE \_\_\_\_\_**TYPE OF PRODUCTION**

Check all that apply to this production:

- |  |  |
|--|--|
| <input type="checkbox"/> National Commercial             | <input type="checkbox"/> Web Only                    |
| <input type="checkbox"/> Regional Commercial (Northwest) | <input type="checkbox"/> Kiosk or In-Store Promotion |
| <input type="checkbox"/> Regional Commercial (Other)     |  |

**SHOOTING FORMAT:** \_\_\_\_\_

**PROJECT INFORMATION**

PRODUCT: \_\_\_\_\_

# OF COMMERCIALS BEING PRODUCED DURING PRODUCTION PERIOD: \_\_\_\_\_

BRIEF SYNOPSIS: \_\_\_\_\_

\_\_\_\_\_

MAIN WASHINGTON LOCATIONS: \_\_\_\_\_

DOES THE PROJECT FEATURE LOCATIONS IN WASHINGTON STATE AS THE PRINCIPLE SCRIPTED LOCATION? YES  NO

*If so, what cities, towns or key locations are included in the script or storyboard?* \_\_\_\_\_

IS THE PROJECT INSPIRED BY A SOURCE OF CONTENT THAT IS UNIQUE TO WASHINGTON STATE SUCH AS BY A BOOK, A LIFE STORY OR A SCREENPLAY? YES  NO

*If so, what is the source of content?* \_\_\_\_\_

**ESTIMATED NUMBER OF HIRES:** \*Please see the current Guidelines & Criteria found on our website for requirements surrounding total amount of Washington resident labor force as well as additional information about Qualified Non-Resident labor.

	Washington Resident	*Qualified Non-Resident (If Applicable)	Remaining Non-Resident	Total Hires in Washington
PRINCIPAL CAST				
DAY PLAYERS CAST				
ATL – NOT INCL CAST (eg: Writers, Producers, etc)				
EXTRAS				
CREW				
POST PROD				

# Washington Filmworks

WILL 75% OF THE LABOR FORCE WORKING ON THE PRODUCTION BE WASHINGTON RESIDENTS? YES  NO

*\*\*Labor force is considered to be all production assistants and positions typically covered by a collective bargaining agreement: writers, producers, cast (excluding extras), crew and post-production personnel.*

**ESTIMATED WORKER DAYS:** Worker Days are calculated by multiplying the number of workers by the number of days they are scheduled to work. (e.g.: 5 crew scheduled to work 10 days is 50 worker days.)

\*Please see the current Guidelines & Criteria found on our website for requirements surrounding Qualified Non-Resident labor.

	Washington Resident	*Qualified Non-Resident (If Applicable)	Remaining Non-Resident
PREP			
SHOOT/WRAP			
POST			

## PRODUCTION SCHEDULE

	Total for Project	In Washington State
NUMBER OF SHOOT DAYS		
PRE-PRODUCTION DATES mm/dd/yy-mm/dd/yy		
START DATE FOR PRINCIPAL PHOTOGRAPHY		
EXPECTED WRAP DATE		
POST-PRODUCTION DATES mm/dd/yy-mm/dd/yy		

WILL AT LEAST 85% OF THE PRODUCTION DAYS TAKE PLACE IN WASHINGTON STATE? YES  NO

## KEY PERSONNEL ASSOCIATED WITH THIS PRODUCTION

DIRECTOR: \_\_\_\_\_  
Washington Resident? Yes  No

PRODUCER(S) \_\_\_\_\_

*Of the producers listed above, how many are Washington Residents?* \_\_\_\_\_

# Washington Filmworks

PRODUCTION SUPERVISOR OR COORDINATOR: \_\_\_\_\_  
 Washington Resident? Yes  No

DIRECTOR OF PHOTOGRAPHY: \_\_\_\_\_  
 Washington Resident? Yes  No

PRODUCTION DESIGNER/ART DIRECTOR: \_\_\_\_\_  
 Washington Resident? Yes  No

LOCATION MANAGER: \_\_\_\_\_  
 Washington Resident? Yes  No

CASTING DIRECTOR: \_\_\_\_\_  
 Washington Resident? Yes  No

LEAD ACTORS IN STARRING OR MAJOR ROLES: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Of the cast listed above, how many are Washington Residents?* \_\_\_\_\_

**QUALIFIED NON-RESIDENT POSITIONS (if applicable)**

If the production believes they will qualify for a return on Non-Resident labor please list the anticipated qualified Non-Resident positions below.

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

**BUDGET INFORMATION**

	TOTAL BUDGET	WASHINGTON SPEND	Qualified Non-Resident Labor (If Applicable)
PRE-PRODUCTION			
PRODUCTION			
POST PRODUCTION			
TOTAL			

# Washington Filmworks

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## WASHINGTON QUALIFIED IN-STATE SPEND

Please list projected WASHINGTON expenditures by category. Only salaries/wages paid to Washington residents, and expenditures paid to Washington based companies, organizations, and individuals may be listed.

ABOVE THE LINE WAGES/SALARIES: \_\_\_\_\_

BELOW THE LINE WAGES/SALARIES: \_\_\_\_\_

HEALTH & RETIREMENT BENEFITS: \_\_\_\_\_

LODGING: \_\_\_\_\_

CATERING: \_\_\_\_\_

LOCATION FEES: \_\_\_\_\_

SET CONSTRUCTION: \_\_\_\_\_

STUDIO RENTAL: \_\_\_\_\_

QUALIFIED TRAVEL: \_\_\_\_\_

EQUIPMENT RENT/PURCH: \_\_\_\_\_

MISC. RENT/PURCH: \_\_\_\_\_

IN-STATE POST PRODUCTION: \_\_\_\_\_

EXPENDABLES: \_\_\_\_\_

CONTRACTED SERVICES: \_\_\_\_\_

OTHER: \_\_\_\_\_

## QUALIFIED NON-RESIDENT LABOR (IF APPLICABLE)

Please include labor expenses for Qualified Non-Resident Labor ONLY. Please see the current Guidelines & Criteria found on our website for requirements surrounding Qualified Non-Resident labor.

BELOW THE LINE NON-RESIDENT WAGES/SALARIES: \_\_\_\_\_

HEALTH & RETIREMENT BENEFITS NON-RESIDENTS: \_\_\_\_\_

## FINANCING

HAS THE JOB BEEN AWARDED BY THE ADVERTISING AGENCY? Yes  No

IS THE PROJECT FINANCED BY WASHINGTON BASED CORPORATIONS,  
COMPANIES AND / OR INVESTORS? YES  NO

If so, what percentage of the total financing is from a Washington based corporation or investor? \_\_\_\_\_

# Washington Filmworks

HAVE YOU RECEIVED AN AWARD OR FUNDING ASSISTANCE FROM, APPLIED TO, OR INTEND TO APPLY TO ANY OTHER STATE OR FEDERAL FUNDING INCENTIVE PROGRAMS FOR THIS PROJECT? Yes  No

IF YES, PLEASE LIST HERE: \_\_\_\_\_

## **BENEFITS CRITERIA**

HAVE ARRANGEMENTS BEEN MADE TO PAY INDUSTRY STANDARD PAYMENTS FOR APPROVED HEALTH AND RETIREMENT PLANS FOR ALL PERSONS TYPICALLY COVERED BY COLLECTIVE BARGAINING AGREEMENTS? Yes  No

HAS THIS PRODUCTION SIGNED OR INTEND TO SIGN UNION CONTRACTS OR IS IT NON-UNION (PLEASE CIRCLE ONE) : UNION NON-UNION

IF UNION, PLEASE INDICATE BELOW WHICH UNION CONTRACTS HAVE OR WILL BE SIGNED: WGA  DGA  SAG/AFTRA  IATSE  TEAMSTER

OTHER  (PLEASE LIST): \_\_\_\_\_

IF YOUR PROJECT DOES NOT INTEND TO SIGN AGREEMENTS WITH UNIONS, PLEASE DETAIL HOW THE PRODUCTION WILL MAKE REQUIRED HEALTH & RETIREMENT BENEFIT PAYMENTS FOR ANY POSITIONS WF CONSIDERS TYPICALLY COVERED BY A COLLECTIVE BARGAINING AGREEMENT:

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## **CERTIFYING SIGNATURE**

Washington Filmworks reserves the right to cancel funding if in its sole judgment it appears the production will not take place in a timely manner, or that the applicant has not shown good faith in its scheduling, or made material misrepresentations in its application packet.

Applicant acknowledges that funding assistance is at the sole discretion of Washington Filmworks and the organization reserves the right to deny funding for any expense not directly related to in-state production costs or for any expense that is not a qualified expenditure as defined by the guidelines and criteria.

By signing this document you understand and agree to abide by the rules and criteria established by Washington Filmworks.

I hereby affirm that I am authorized to sign on behalf of the applicant production company described above and that all information contained on this application is true and correct, and further affirm that any items for which the applicant is seeking a rebate are intended for the exclusive use as an integral part of the pre-production, production, or post-production filming activities engaged in the State of Washington.

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AUTHORIZED REPRESENTATIVE'S PRINTED NAME

TITLE

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AUTHORIZED REPRESENTATIVE'S SIGNATURE

DATE

This Washington Filmworks Funding assistance Application is not complete until it has been signed and mailed with all necessary supporting documentation. Please send your complete package to: Washington Filmworks, 1411 Fourth Avenue, Suite #1000, Seattle, Washington 98101 or email to [amy@washingtonfilmworks.org](mailto:amy@washingtonfilmworks.org)