**PRODUCTION SPECIFICATION FORM**

***Subject to Contract***

|  |  |
| --- | --- |
| **PROJECT Title** |  |

|  |  |
| --- | --- |
| **A. STRUCTURE** | |
| **1.** | **STRUCTURE DIAGRAM** |
| **2.** | **STRUCTURE NARRATIVE** |
| **B. FINANCE** | |
| **3.** | **FINANCE PLAN, TERMS OF FINANCE & IRISH TAX CREDIT** |
| **C. RECOUPMENT** | |
| **4.** | **COLLECTION ARRANGEMENTS & RECOUPMENT SCHEDULE** |
| **D. PRODUCTION** | |
| **5.** | **CHAIN OF TITLE SUMMARY** |
| **6.** | **PRODUCTION MATTERS** |
| **7.** | **CREDITS** |
| **E. LEGAL, COMPLETION BOND & INSURANCES** | |
| **8.** | **COMPLETION BOND REQUIREMENTS** |
| **9.** | **INSURANCE POLICY DETAILS** |
| **F. EXPLOITATION** | |
| **10.** | **IRELAND/UK DISTRIBUTION** |
| **11.** | **SALES AGENT’S TERMS & ESTIMATES** |
| **12.** | **DELIVERY SCHEDULES** |

|  |
| --- |
| **A. STRUCTURE**  Subject to Contract |

**1.** Insert **Structure Diagram**

|  |
| --- |
| **A. STRUCTURE** |

**2.** Insert **Structure Narrative**

|  |
| --- |
| **B. FINANCE** |

**Finance Plan, Terms of Finance and Irish Tax Credit**

|  |  |
| --- | --- |
| **FINANCE** | |
| **TOTAL BUDGET** |  |
| **TOTAL S481 SPEND** |  |
| **CONTINGENCY** |  |
| **SPEND BY CURRENCY(if applicable)** |  |
| **TOTAL BUDGETED**  **FINANCING COSTS** |  |

1. **FINANCE PLAN**The agreed Finance Plan for the Film, in the currencies advanced, is as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FINANCIERS** | **DEBT FINANCE** | **EQUITY FINANCE** | **RIGHTS ADVANCE** | **S481 TAX CREDIT** | **OTHER FINANCE** | **TOTAL** |
| **IFB** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |

**The budgeted exchange rates are as follows (if applicable):**

1. **TERMS OF FINANCE BREAKDOWN**

Subject to Contract

|  |  |
| --- | --- |
| **FINANCING FEES** |  |
| **INTEREST CHARGES** |  |
| **PREMIUMS** |  |
| **FINANCIER HOLDBACKS** |  |
| **ORDER OF FUNDING / ESCROW** |  |
| **PROPOSED PRIORITY OF SECURITY** |  |
| **PRE-PRODUCTION FINANCE REQUIREMENTS** |  |

1. **IRISH TAX CREDIT INFORMATION**

|  |  |
| --- | --- |
| **PRODUCTION AUDITOR** |  |
| **TAX CREDIT FUNDER** *(If applicable)* | *Please also include the financing terms and fees and conditions precedent to funding.* |
| **TAX CREDIT ESTIMATE** |  |
| **TAX CREDIT OPINION PROVIDER** *(if different to production auditor)* |  |
| **DATE APPLICATION SUBMITTED TO REVENUE** |  |
| **PROPOSED CLAIM DATES** |  |
| **ANTICIPATED TAX CREDIT LOAN REPAYMENT DATES** |  |

***N.B. If any other tax credits or tax reliefs are included as part of the finance plan please provide the equivalent foregoing information for each tax credit or relief being obtained.***

|  |
| --- |
| **C. RECOUPMENT**  Subject to Contract |

1. **Collection Arrangements & Recoupment Schedule**

|  |  |
| --- | --- |
| **COLLECTION AGENT** |  |
| **COLLECTION AGENT’S FEES** |  |
| **ACCOUNTANCY CURRENCY** |  |
| **EXCLUDED REVENUES** |  |

1. Insert proposed **Recoupment Schedule for approval**

|  |
| --- |
| **D. PRODUCTION** |

1. **Chain of Title Summary**

This should include all documents relating to the rights in the project including development funding documents and related security.

|  |  |  |
| --- | --- | --- |
| **DOCUMENT** | **PARTIES** | **DATE** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

***N.B Please include any option agreements and option exercise notices, quitclaims, writer agreements, screenplay or treatment assignment agreements, one picture licences, any funder development agreements and any reassignment agreements (to be signed at the time of closing in respect of any reassignment agreements) above.***

|  |  |
| --- | --- |
| **WAS THE PROJECT IN RECEIPT OF BSÉ/IFB DEVELOPMENT FUNDING?** |  |
| **AMOUNT OF BSÉ/IFB DEVELOPMENT FUNDING RECEIVED** |  |
| **BSÉ/IFB DEVELOPMENT FUNDING REFERENCE NUMBER** |  |

|  |
| --- |
| **D. PRODUCTION** |

**2. Production Matters**

|  |  |  |
| --- | --- | --- |
| **PRODUCTION ENTITIES** | | |
| **PRODUCTION TYPE**  *(i.e. Film, TV, Animation, Documentary)* |  | |
| **COMMISSIONING COMPANY**  *(Rights Holder)* | Name:  Registered Address:  Company Number:  Directors:  Company Secretary: | |
| **PRODUCER COMPANY**  *(Applicant for Irish Tax Credit, if applicable)* | Name:  Registered Address:  Company Number:  Directors:  Company Secretary: | |
| **QUALIFYING COMPANY**  *(If applicable)* | Name:  Registered Address:  Company Number:  Directors:  Company Secretary: | |
| **CO-PRODUCERS** |  | |
| **PRODUCTION LAWYER(S)** |  |  |
| **TAX CLEARANCE DETAILS PRODUCER COMPANY** | Tax Ref Number: | Access Number: |
| **TAX CLEARANCE DETAILS QUALIFYING COMPANY** | Tax Ref Number: | Access Number: |

**Up-to-date Tax Clearance Details will be required in all instances for the Producer Company and the Qualifying Company before financial closing can occur. Please note that an application for the Tax Clearance Details will not be accepted as evidence.**

|  |  |
| --- | --- |
| **PRODUCTION SPECIFICATIONS** | |
| **DIRECTOR(S)** |  |
| **WRITER(S)** |  |
| **INDIVIDUAL PRODUCER(S)** |  |
| **EXECUTIVE PRODUCER(S)** |  |
| **PRINCIPAL CAST/CONTRIBUTORS** |  |
| **LOG LINE** |  |

|  |  |
| --- | --- |
| **TALENT**  Subject to Contract | |
| **CAST REQUIREMENTS**  (e.g. escrow requirements) |  |
| **ESSENTIAL ELEMENTS /**  **SPECIAL APPROVALS** |  |
| **US GUILD REQUIREMENTS** |  |
| **BOX OFFICE & AWARD BONUSES** |  |

|  |  |
| --- | --- |
| **HEADS OF DEPARTMENT** | |
| **LINE PRODUCER** |  |
| **PRODUCTION ACCOUNTANT** |  |
| **PRODUCTION MANAGER** |  |
| **FIRST ASSISTANT DIRECTOR** |  |
| **CASTING DIRECTOR** |  |
| **MUSIC SUPERVISOR** |  |
| **DIRECTOR OF PHOTOGRAPHY** |  |
| **PRODUCTION DESIGNER** |  |
| **EDITOR** |  |
| **COMPOSER** |  |
| **COSTUME DESIGNER** |  |
| **POST PRODUCTION SUPERVISOR** |  |
| **UNIT PUBLICIST** |  |
| **ANIMATION DIRECTOR** |  |
| **ANIMATION SUPERVISOR** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **BUDGET ITEMS** | | | |
| **IRISH CONTINGENCY** |  | | |
| **GLOBAL CONTINGENCY** |  | | |
| **SCREEN PRODUCERS IRELAND LEVY** |  | | |
| **COMPLETION BOND FEE** |  | | |
| **LEGAL FEES** |  | | |
| **AUDIT FEES** |  | | |
| **INDIVIDUAL PRODUCER FEES** |  | | |
| **EXECUTIVE PRODUCER FEES** |  | | |
| **BOND EXCLUSIONS** *(As approved)* |  | | |
| **TOTAL IRISH EXPENDITURE**  **(S481 EXPENDITURE)** |  | | |
| **TOTAL ADMISSIBLE IRISH CREATIVE SPEND\*** |  | | |
| **TOTAL IRISH ABOVE THE LINE** | Total: | Labour: | Goods & Services: |
| **TOTAL IRISH PRE-PRODUCTION** | Total: | Labour: | Goods & Services: |
| **TOTAL IRISH PRODUCTION** | Total: | Labour: | Goods & Services: |
| **TOTAL IRISH POST PRODUCTION** | Total: | Labour: | Goods & Services: |
| **TOTAL REGIONAL SPEND** *(Not Dublin/Wicklow)* |  | | |
| **TOTAL IRISH LABOUR COSTS** |  | | |
| **TOTAL IRISH GOODS & SERVICES** |  | | |
| **DISTRIBUTION/PUBLICITY MATERIALS BUDGET** |  | | |

|  |  |
| --- | --- |
| **TECHNICAL DETAILS** | |
| **BUDGET DATED** |  |
| **SCREENPLAY/TREATMENT DATED** |  |
| **PRODUCTION SCHEDULE DATED** |  |
| **DATE OF SECTION 481 APPLICATION** (If applicable) |  |
| **FORMAT** |  |
| **SHOOTING RATIO** |  |
| **RUNNING TIME/DURATION** |  |
| **IRISH SHOOTING LOCATIONS** |  |
| **NON-IRISH SHOOTING LOCATIONS** |  |
| **TOTAL WEEKS FILMING IN IRELAND** |  |
| **LABORATORY/FACILITIES HOUSE** |  |
| **TOTAL WEEKS POST PRODUCTION IN IRELAND** |  |
| **FINAL CUTS RIGHTS** |  |
| **PRODUCTION APPROVALS** |  |

*\*****Please consult the IFB Production Funding Guidelines downloadable from our website for definition of Admissible Irish Creative Spend***

|  |  |
| --- | --- |
| **KEY PRODUCTION DATES** | |
| **ANTICIPATED CLOSING DATE** |  |
| **COMMENCEMENT PRE-PRODUCTION** |  |
| **COMMENCEMENT OF PRINCIPAL PHOTOGRAPHY/ANIMATION** |  |
| **COMPLETION OF PRINCIPAL PHOTOGRAPHY/ANIMATION** |  |
| **COMMENCEMENT OF POST PRODUCTION** |  |
| **DATE OF ROUGH CUT** |  |
| **DATE OF DIRECTOR’S CUT** |  |
| **DATE OF PICTURE LOCK** |  |
| **DATE(S) OF ANIMATIC** *(if applicable)* |  |
| **DELIVERY DATE** |  |
| **ANTICIPATED DATE OF FIRST MARKET/FESTIVAL** |  |
| **ANTICIPATED DATE OF FIRST TV BROADCAST (*to be approved by IFB*)** |  |

|  |  |
| --- | --- |
| **BANK ACCOUNT DETAILS**  Subject to Contract | |
| **PRODUCER COMPANY**  **BANK ACCOUNT DETAILS** | BANK NAME:  BANK ADDRESS:  ACCOUNT NAME:  IBAN NUMBER:  BIC/SWIFT:  ACCOUNT SIGNATORIES: |
| **QUALIFYING COMPANY**  **BANK ACCOUNT DETAILS** | BANK NAME:  BANK ADDRESS:  ACCOUNT NAME:  IBAN NUMBER:  BIC/SWIFT:  ACCOUNT SIGNATORIES: |
| **ANY OTHER REQUIRED BANK ACCOUNT DETAILS:**  *(e.g. Sterling/dollar production accounts or excluded accounts)* | BANK NAME:  BANK ADDRESS:  ACCOUNT NAME:  IBAN NUMBER:  BIC/SWIFT:  ACCOUNT SIGNATORIES: |

|  |  |
| --- | --- |
| **RIGHTS & CLEARANCES** | |
| **FILM OWNERSHIP** | 1. Copyright: 2. Distribution Rights: 3. Ancillary Rights: 4. Future Film Rights: |
| **MUSIC CLEARANCES** | ***NB: All rights to the music in the Film must be obtained worldwide in all media in perpetuity.*** |
| **ANTICIPATED ARCHIVE CLEARANCES DETAILS** |  |

|  |  |  |
| --- | --- | --- |
| **EMPLOYMENT DETAILS** | | |
| **TOTAL CAST** (Not Incl. Extras) |  | |
| **IRISH CAST** (Not Incl. Extras) |  | |
| **TOTAL EXTRAS** |  | |
| **IRISH EXTRAS** |  | |
| **TOTAL CREW** (Not Incl. Trainees) |  | |
| **IRISH CREW** (Not Incl. Trainees) |  | |
| **TOTAL TRAINEES** |  | |
| **IRISH TRAINEES** |  | |
| **BUDGETED IRISH LABOUR COSTS** (Gross Wages/Salaries/Fees) | PAYE: | OTHER: |

**Up-to-date Tax Clearance Details will be required in all instances for the Borrower Company and the S481 Company before drawdown can occur. Please note that an application for the Tax Clearance Details will not be accepted as evidence.**

|  |
| --- |
| **D. PRODUCTION** |

**3. Credits**

**A. MAIN TITLE CREDITS** (specify cards where appropriate)

|  |  |
| --- | --- |
| **ANIMATED LOGOS** |  |
| **PRESENTATION CREDITS** |  |
| **IN ASSOCIATION WITH** |  |
| **PRODUCTION CREDIT** |  |
| **INDIVIDUAL PRODUCER CREDITS** |  |
| **CO-PRODUCER CREDITS** |  |
| **EXECUTIVE PRODUCER CREDITS** |  |
| **PRINCIPAL CAST CREDITS** |  |
| **WRITER CREDIT** |  |
| **DIRECTOR CREDIT** |  |

**B. END ROLLER CREDITS**

Should include the following:

* an individual credit in the end roller of the credits for the Representative for the Board in the following form: **Executive Producer for Bord Scannán na hÉireann/the Irish Film Board** [insert Representative’s name]
* Additionally the Board will receive, at the discretion of the Borrower, a block of credits for up to six (6) Board executives in the end credits.

**C. BILLING BLOCK & EXCLUDED ADS**

Please Insert

|  |
| --- |
| **E. COMPLETION BOND & INSURANCES** |

**1. Completion Bond Requirements**

|  |  |
| --- | --- |
| **COMPLETION BOND COMPANY** |  |
| **STRIKE PRICE** |  |
| **BONDED DELIVERY DATE** |  |
| **REQUIRED CAST MEDICALS** |  |
| **REQUIRED APPROVALS** |  |
| **BONDED DISTRIBUTION AGREEMENTS** |  |
| **BONDED DELIVERY MATERIALS** |  |

1. **Insurance Details**

|  |  |  |
| --- | --- | --- |
| **PRODUCTION INSURANCES** | | |
| **BROKER / PROVIDER** | |  |
| **PREMIUM** | |  |
| **TERM** | |  |
| **CAST MEDICALS COMPLETED** | |  |
| **ESSENTIAL ELEMENTS**  *(If applicable)* | |  |
| **REQUIRED LIMITS:**   1. **PUBLIC LIABILITY** *(NOT LESS THAN €7,500,000)* 2. **EMPLOYER’S LIABILITY** *(NOT LESS THAN €13,000,000)* | |  |
| **ADDITIONAL REQUIREMENTS** | | * indemnity with abandonment extension against damage to or loss of negative stock the negative and other property and equipment to be used in connection with the production of the Film * indemnity with abandonment extension against the risks of accident to or illness or death of the director the individual producers the principal cast and such others as may reasonably be required by the Board |
| **E&O INSURANCE** | | |
| **BROKER / PROVIDER** |  | |
| **DATE OF APPLICATION** |  | |
| **PREMIUM** |  | |
| **TERM** *(TO RUN FOR NO LESS THAN 3 YEARS FROM DELIVERY AND TO START FROM COMMENCEMENT OF PRINCIPAL PHOTOGRAPHY)* |  | |
| **LIMITS** |  | |
| **ADDITIONAL REQUIREMENTS** | * Not less than US$1,000,000 for any single occurrence and US$3,000,000 for all occurrences with an excess of not more than US$10,000 * No exclusions whatsoever * Policy to operate from first day of principal photography of the film until three (3) years from the delivery date of the film. | |

|  |  |
| --- | --- |
| **ADDITIONAL INSURED** | **WORDING** |
| **Bord Scannán na hÉireann / the Irish Film Board** | Bord Scannán na hÉireann / Irish Film Board and its officers, agents, directors, successors and assigns |
|  |  |
|  |  |
|  |  |
|  |  |

***N.B. Insurers also to give the Additional Insureds 30 days’ notice of any cancellation or any material amendment to the policy the wording of which must be included on the Additional Insureds endorsements.***

|  |
| --- |
| **F. EXPLOITATION** |

**1. Ireland/UK Distribution**

**IRELAND/UK DISTRIBUTOR TERMS**

|  |  |
| --- | --- |
| **IRISH DISTRIBUTOR** |  |
| **UK DISTRIBUTOR** |  |
| **DISTRIBUTOR RIGHTS** |  |
| **COMMISSION** |  |
| **EXPENSES** |  |
| **THEATRICAL RELEASE DETAILS** |  |
| **TERM** |  |

|  |  |
| --- | --- |
| **DISTRIBUTION FEES** | |
| **THEATRICAL** |  |
| **NON-THEATRICAL** |  |
| **HOME VIDEO** (Including Dvd & Blu-Ray) |  |
| **DOWNLOAD-TO-RENT &**  **DOWNLOAD-TO-OWN** |  |
| **PAY TV & VOD** |  |
| **FREE TV** |  |
| **OTHER RIGHTS** |  |

**IRISH/UK BROADCASTER RIGHTS**

Insert

|  |
| --- |
| **F. EXPLOITATION** |

**2. Sales Agent’s Terms & Estimates**

**SALES AGENT’S TERMS**

|  |  |
| --- | --- |
| **SALES AGENT** |  |
| **SALES AGENT’S TERRITORY(IES)** |  |
| **SALES AGENT’S RIGHTS** |  |
| **SALES AGENT’S COMMISSION** |  |
| **SALES AGENT’S EXPENSES** |  |
| **SALES APPROVALS** |  |

**SALES AGENT’S ESTIMATES**

Insert

|  |
| --- |
| **F. EXPLOITATION** |

**3. Delivery Schedules**

Insert

**(*NB. Please include all delivery materials for financiers, sales agent and distributors included any bonded delivery materials.***