



**CONSULATE GENERAL OF INDIA
SAN FRANCISCO**

APPLICATION FOR SHOOTING OF FEATURE FILMS IN INDIA

ANNEXURE-I

1. Details of Applicant:-

Name of Film: _____

Name of Organization: _____

Address: _____

Telephone: _____ Fax No.: _____

Email: _____

2. Details of Representatives in India, if any:-

Name: _____

Address: _____

Telephone: _____ Fax No.: _____

Email: _____

3. Brief description of any previous films made by applicant:-

a. Has the applicant made any films in India: _____

b. Was the applicant refused permission for proposals to make any films in India: _____

5. Schedule for Filming:-

a. Any preliminary trip intended: _____

b. If so, itinerary of the trip: _____

c. Itinerary and locations of the filming schedule: _____

6. Following documents to be included with the application:-

a. A signed Undertaking

b. Four copies of scripts and four copies of synopsis of the script

c. Details of locations where shooting of film is proposed to be held: _____

d. Details of each team members and their passports, should include the following information:-

Name: _____

Title: _____

Permanent Address: _____

Mailing Address: _____

Day Phone: _____

Residence Phone: _____ Fax: _____

Passport No.: _____

Expiration Date: _____

Place of Issue: _____

Nationality: _____

Date of Birth: _____

Place of Birth: _____

e. List of cinematic equipment temporarily being imported to India: _____

Place: _____

Date: _____

Name & Signature of Applicant

GUIDELINES FOR SHOOTING OF FEATURE FILMS, PARTLY OR WHOLLY IN INDIA BY FOREIGNERS

Proposals regarding shooting of TV/Movie feature films are processed in the Ministry of Information and Broadcasting, **Government of India, 'A' Wing, Shastri Bhawan, New Delhi - 110001**. Proposals may be sent either directly or through Indian Missions abroad. It is only on the recommendation of this Ministry that other Ministries provide facilities to the film units. (Proposals regarding shooting of documentary films are to be sent to the Ministry of External Affairs External Publicity Division, Shastri Bhawan, New Delhi Prior clearance of script)

Four copies of the detailed shooting **script along with its synopsis** should be submitted for approval.

In case any living personality is portrayed in the film as a Character, the 'No Objection' from that personality or his/her legal heirs should be obtained and a photocopy of the same should accompany the script.

In case of a co-production, the detailed agreement between the Indian and foreign party indicating clearly the role of each party - its responsibilities and liabilities - is required to be furnished for specific clearance.

Detailed particulars of the members of the filming team including the number and validity dates of their passports, country of issuance of passport, nationality, permanent and temporary addresses etc.; the team's itinerary into India on temporary basis should be furnished to the Ministry of Information and Broadcasting for specific clearance at least one month in advance.

Approval of script and undertaking by the producer

On the basis of the scrutiny of the script and other details of the proposal, approval of the proposal will be given by the Ministry of Information and Broadcasting subject to certain procedural regulations detailed below. Processing of such proposals takes nearly 10-12 weeks.

Conditions governing shooting:-

a. The film should be shot according to the script as approved by the Government of India. In case any material deviation is considered necessary, prior permission of the Government of India (Ministry of Information & Broadcasting) should be obtained.

b. All shooting should be done in the presence of a Liaison Officer who will be provided by the Ministry of Information and Broadcasting. Besides helping the team in obtaining local permissions etc. the Liaison officer's duties include ensuring that nothing detrimental to the image of India or the Indian people is shot or included in the film. Should any disagreement arise in this respect, the matter is to be referred to the Ministry of Information and Broadcasting whose decision will be final. The Liaison officer will travel and stay with the filming team.

- c. Shooting on locations in India will be subject to permission being granted by respective controlling authorities. Request for such permission may, however, be routed through the Ministry of Information and Broadcasting.
- d. In case assistance is required to be provided by the Ministry of Defence, Education etc., separate agreement as stipulated by these Ministries will require to be signed with them. Requests for such assistance may be routed through Ministry of Information and Broadcasting.
- e. The completed film wherein assistance by Armed Forces has been rendered should be shown to the Ministry of Defence for clearance before its release for public exhibition. This is apart from the requirements mentioned in para-9 below.
- f. The producer will have to observe all rules and regulations relating to Import/Export and Foreign Exchange in connection with shooting of the film.
- g. The exposed film/rushes will be dispatched out of the country as cargo and not as part of the baggage.

Pre-release Approval of the Film:-

The completed film should shown to a representative of the Government of India in India or in Indian Mission abroad before its release anywhere in the world. In case it is proposed to show the film to any Indian Mission abroad, the Mission should be specified in advance in the undertaking to be given by the producer.

Release of Foreign Exchange in case of co-productions:-

a. Where expenditure in foreign exchange on the part of Indian co-producer is involved, he is required to give a bank guarantee for repatriation of 2 times of the foreign exchange to be released and equal to the amount involved in foreign collaborators, technicians/artists etc. in India.

For release of foreign exchange, the Indian co-producer will have to approach Ministry of Information and Broadcasting giving full details of the film crew visiting from abroad, number of days for which shooting will take place and break-up of the estimated expenditure to be incurred in foreign exchange.

b. The foreign collaborator is not allowed any remittance of commission related either to box office receipts or profits of exhibition of the film in India.

ANNEXURE-II

UNDERTAKING

With reference to our application to make a feature film in India, we hereby abide by the regulations of the Government of India and give the following undertaking:

1. Shooting of the film will be done in locations in India in accordance with the script as approved by the Government of India. If any changes are necessary in the script, we shall obtain prior approval of the Government of India.
2. We shall furnish detailed particulars of the members of the filming team and the exact locations where shooting will take place in India at least one month in advance of the arrival of the team in India. We note that prior approval of Government of India is necessary to approve the composition of the team and for acceptance of locations for shooting.
3. In case assistance is required from other Ministries such as Defense, Education, etc., separate agreements as stipulated by these Ministries are required to be signed by them. Requests for such assistance may be routed through Ministry of Information and Broadcasting.
4. We shall shoot the film only in the presence of a Liaison Officer to be attached to the team by the Ministry of Information & Broadcasting. We accept that the duty of the Liaison Officer will be to ensure that nothing detrimental in depicting India and the people of India shall be shot or included in the film. In the event of any disagreement arising between the team and the Liaison Officer in this respect, the matter will be referred to the Ministry of Information & Broadcasting whose decision will be final.
5. We undertake to show our completed film to a representative of the Government of India for scrutiny and destroy portions of the film that may be found objectionable by the representative before the film is screened for public viewing.
6. After the shooting of the film is completed in India, we shall provide, in duplicate to the Ministry of Information & Broadcasting a narrative report about the details of shooting done in India.

(Signature of Producer)

(Signature of Leader of the Team)