

# CO-PRODUCTION SUPPORT APPLICATION

## LIST OF ITEMS TO BE PROVIDED ON SCREEN 6 OF THE ONLINE APPLICATION PLATFORM

(see also the section “documents/instructions” downloadable online)

All items (compulsory and non-compulsory) must be submitted on line  
at latest on the day of the application deadline, 18:00 (6 pm French local time).

The audio-visual material (DVDs) must also be received on the day of the application deadline.

- \* Documents must be attached in PDF format; only the Summary Budget, the Budget and Revenue Statements can be attached in EXCEL format.
- \* Files to be attached cannot exceed the maximum size of 6MB.
- \* The original title of the film must be indicated in each document.
- \* The names of the files to be attached should make reference to their content.

	<b>COMPULSORY ITEMS</b> If one or more of these items are not supplied, the application will be automatically ineligible	<b>LANGUAGE VERSION</b>
1	<b>A synopsis of the film</b> ( <i>maximum 3 pages</i> ).	English <u>AND</u> French
2	<b>The director's comprehensive comments</b> on the style, structure and visual presentation of the film. For <b>documentary</b> films, this should include an <u>explanation of the (i) visual approach; (ii) access to the characters / situation / archives; and (iii) why is the project intended primarily for theatrical release.</u>	English <u>AND</u> French
3	<b>The producer's note</b> ( <u>cf guidelines available online</u> )	English <u>AND</u> French
4a	<b>The script of the film</b> For <b>documentary</b> films, <b>the treatment</b> shall replace the requirement of <u>providing a script.</u>	Original version (shooting language) <u>AND</u> English <u>AND, if possible, French</u>
4b	<div style="display: flex; justify-content: space-between;"> <div> <b>For animation films</b> <ol style="list-style-type: none"> <li>1. <b>visual items or graphics</b></li> <li>2. <b>storyboard</b></li> </ol> <b>For documentary films</b> <ol style="list-style-type: none"> <li>3. <u>visual materials</u><sup>1</sup></li> </ol> </div> <div> <ul style="list-style-type: none"> <li>- To be supplied electronically, via an internet site, such as Vimeo, Dropbox, etc, or a ftp service.</li> <li>- Links and ftp addresses to be provided via the online application platform.</li> <li>- Please provide any login and password information required.</li> <li>- Please ensure that these will remain valid until the date of the meeting of the Board of Management.</li> </ul> </div> </div>	English OR French
5	<b>A summary budget in euros</b> indicating the costs broken down per co-producer.	English OR French
6	<b>A detailed budget in euros and in the delegate producer's national currency</b> indicating the costs broken down per co-producer.	Original version <u>AND</u> English <u>OR</u> French
7	<b>A copy of the co-production agreement(s) or deal memo(s) between the co-producers</b> , including any appendices and addenda, as well as letters of intent, deal memos or contracts drawn up with distributors and, where appropriate, with the international sales agent.	Original version <u>AND</u> English OR French
8	<b>Evidence of financing</b> Letters of intent, deal memos or contracts drawn up with distributors and, where appropriate, with the international sales agent.	Evidence of financing to be attached to the financing plan <u>provided on the online application platform (screen 3)</u>
9	<b>Revenue statements</b> for films previously supported by EURIMAGES and, where appropriate, reimbursement of the outstanding amounts.	English OR French

<sup>1</sup> For documentary films, the Visual Materials (consisting of trailer, teaser, pilot or stills etc.) could (a) present the idea and situation; (b) introduce the characters and their circumstances; (c) give a feeling of the style and tone of the film; (d) show the director's access to the characters / situation / archives; (e) demonstrate the director's point of view.

<b>NON-COMPULSORY ITEMS</b> It is highly recommended to supply these items. The absence of one or more of these items will not make the project ineligible. Please note, however, that they will greatly facilitate the evaluation of the project by the Board of Management.			
10	<b>A treatment of the film</b> ( <i>maximum 15 pages</i> ) giving a clear idea of the project and enabling the story-line to be fully understood.	<b>English</b> <b>AND, if possible French</b>	
11	<b>A brief description of the main characters</b>	<b>English</b> <b>AND, if possible French</b>	
12	<b>For non-traditionally scripted projects only</b> ( <i>option selected on Screen 1 of the on-line platform</i> )  ✓ <b>An explanation of the artistic idea and visual concept</b> →  ✓ <b>Visual samples of the concept, universe and production design of the project</b> to be supplied electronically, see opposite →	  Document to be uploaded to the online application platform.  - To be supplied electronically, via an internet site, such as Vimeo, Dropbox, etc, or a ftp service. - Links and ftp addresses to be provided via the online application platform. - Please provide any login and password information required. - Please ensure that these will remain valid until the date of the meeting of the Board of Management.	<b>English</b> <b>AND, if possible French</b>
13	<b>VISUAL AND AUDIOVISUAL MATERIAL</b>  <b>VISUAL MATERIAL related to this project</b>  ✓ <b>PHOTOS, MOOD-BOOKS and other VISUAL MATERIAL<sup>2</sup></b> to be supplied electronically, see opposite →  <b>DOCUMENTS SENT BY POST WILL NOT BE ACCEPTED</b>  <b>AUDIOVISUAL MATERIAL - director's previous work</b>  ✓ <b>SHORT and MEDIUM-LENGTH FILMS, TRAILERS</b> to be supplied electronically, see opposite →  <b>DOCUMENTS SENT BY POST WILL NOT BE ACCEPTED with the exception of FEATURE FILMS</b> to be supplied by express mail service, see below ↘	  - To be supplied electronically, via an internet site, such as Vimeo, Dropbox, etc, or a ftp service. - Links and ftp addresses to be provided via the online application platform. - Please provide any login and password information required. - Please ensure that these will remain valid until the date of the meeting of the Board of Management.	
	✓ <b>FEATURE FILMS</b> to be supplied in <u>10 copies</u> on DVD, with English subtitles or dubbed in English  <b>For CANADIAN PRODUCERS ONLY</b> Feature films may be supplied on USB flash drives (10) if Zone 2 DVDs are not available.  <b>PLEASE DO NOT SUPPLY LINKS TO FEATURE-LENGTH FILMS</b>  <i>Note: exceptionally, short films and trailers which have not been digitised may also be supplied on DVD (10 copies, with English subtitles or dubbed in English).</i>	To be sent by express mail service to [Production Company Name] <sup>(1)</sup> <b>Conseil de l'Europe</b> <b>Eurimages</b> <b>Bâtiment Agora</b> <b>Allée des Droits de l'Homme</b> <b>FR-6075 Strasbourg Cedex</b> <b>Phone: + 33 3 88 41 26 40</b>  for delivery <b>by latest 6 p.m. (French local time)</b> <b>on the day of the application deadline.</b>  <sup>(1)</sup> To avoid customs delays when sending DVDs by express mail, please ensure that the recipient field on the waybill is completed with the name of <u>your</u> company, followed by the address of the Council of Europe.	

<sup>2</sup> Including Research Material for documentary films.