*To be presented on the professional letterhead of the auditor*

**PART A: AUDITED COST REPORT BY CO-PRODUCING COUNTRY**

**Audit of the final production cost and finance plan of the Film entitled:** [Film title]

**For the co-producing country:** [Country]

**Eurimages reference number:** [indicated on Eurimages support agreement]

1. **Information on the Auditor**

1.1 Name of the Auditor: [Surname + Name]

Name of the Auditing Company: [Name of the company of the auditor]

Address: [Auditing Company’s office address]

Country: [Country of registration of the Auditor]

Email address: [contact email address]

Professional body to which the Auditor belongs [organization name]

Registration number in this professional body: [registration number]

1.2 The Auditor certifies that:[[1]](#footnote-2)

(s)he is authorized to exercise and certify accounts as a chartered accountant, auditor or statutory auditor in her/his country of registration;

(s)he is independent of the co-production company and other financiers or companies involved in the film;

(s)he was not involved in the accounting and management of the development, production and exploitation of the Film.

The Auditor acknowledges that (s)he has been provided with a copy of the Eurimages Support Agreement including the applicable Eurimages Co-production Support Regulations set out in Annex I of the Support Agreement.

1. **Information on the audited company**

The Auditor verified and certifies the accounts of the following co-producing company for the Film: [Production Company Name]

1. **Information on the audit procedures**

Eurimages recommends the use of the International Standards of Auditing (ISA) issued by the International Federation of Accountants (IFAC), and more particularly the International Standard on Related Services (ISRS 4400) and the International Code of Ethics for Professional Accountants.

3.1 The Auditor certifies that1:

the examination was carried out according to established international or national audit standards. Please indicate the reference of the standards applied if the above-mentioned ISA standards were not used:

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the examination was carried out in such a way as to ensure that the financial records did not include factual errors;

the financial records give a complete, accurate and fair view of the financial status of the Film and comply with the social and fiscal laws applicable to the country of establishment of the audited company mentioned in §2;

based on the financial review, all items included in the final production cost and finance plan are justified by official documents (bills, receipts, contracts, signed purchase orders…), registered in the company’s accounts and are exclusive of VAT (except when non recoverable) and include all applicable rebates or discounts as well as miscellaneous income deducted from the film's production costs (sales of props, costumes, exchange gains, insurance or bond reimbursements, etc.);

limited or capped expenses (overheads, producer’s fees, financing fees, interest charges, marketing & promotion expenses, costs invoiced by related companies, etc.) correspond to the legislation or the regulations (national, regional) applicable to the audited company and to the Film;

the final production cost does not include contingencies;

the final production cost relates only to the production of the Film and does not include items in relation to distribution and exploitation of the Film (distribution expenses, P&A…)[[2]](#footnote-3).

3.2 The exchange rate(s) used to establish the financial status of the Film is/are the same as that used in the production budget and the financing plan annexed to the Eurimages Support Agreement and is/are the following: 1€= [amount and currency 1]

1€= [amount and currency 2[[3]](#footnote-4)].

1. **Certified Production Cost**
   1. The Auditor certifies that the end of production date, i.e. the date after which the expenses are no longer considered as part of the production cost of the film, is the following [date] which corresponds to:

the date of first theatrical release[[4]](#footnote-5) in any of the co-producing countries.

OR

a date defined by the legislation or regulations applicable to the Film (date of production of the DCP, end of post-production…).

* 1. The Auditor certifies that the total costs of production for the Film registered in the accounts of the producer(s) mentioned in §2 are as follows:
* Final production cost in EUR: [Amount of the final production cost in EUR]
* Final production cost in national currency: [Amount of the final production cost in national currency]
  1. The Auditor shall append in Appendix I a final production cost report:
* preferably using the Eurimages summary budget template available on the Eurimages website (download section);
* prepared in English or in French;
* signed by the Auditor.

4.4 The final production cost includes the following non-monetary contributions - in-kind contributions, “barter” agreements and deferred costs:

|  |  |  |  |
| --- | --- | --- | --- |
| **Account Number[[5]](#footnote-6)** | **Description**  *(Description of in-kind contributions, deferred costs, barter, etc.)* | **Amount**  **EUR** | **Amount Currency** |
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| **Total** |  | **- €** |  |

4.5 The final production cost includes the following provisions i.e. expenses which, at the end of production date (see §4.1) have not yet been paid but are justified by official documents and registered in the company’s accounts:

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| --- | --- | --- | --- |
| **Account Number**5 | **Description** | **Amount**  **EUR** | **Amount Currency** |
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| **Total** |  | **- €** |  |

1. **Certified Finance Plan**

5.1 The Auditor certifies that the final finance plan below reflects all the financing sources paid or provisioned in the accounts of the company mentioned in §2 above in relation to the Film.

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| --- | --- | --- | --- |
| **Name of the financing source** | **Contractual amount in EUR** | **Contractual amount in Currency** | **Outstanding balance in EUR** |
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| **Total Financing** |  |  |  |

5.2 In addition, **for projects supported with an advance on receipts**, the Auditor certifies the below information for the pre-sales and distribution advances mentioned in the Financing Plan of the company mentioned in §2 above:

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| --- | --- | --- | --- | --- | --- | --- |
| **Name of the Licensee[[6]](#footnote-7)** | **Date of signature of the long-form agreement** | **Contractual amount in EUR** | **Contractual amount in currency** | **Paid amount in EUR at the date of the certification** | **Paid amount in currency at the date of the certification** | **Legal entity(ies) making payment[[7]](#footnote-8)** |
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According to Article 7.1 of the Co-production Support Regulations, only distribution guarantees and/or pre-sales necessary for the financing of the film upon which binding agreements have been concluded before completion of the digital master can be excluded from the receipts subject to Eurimages’ entitlements.

1. **Additional comments of the Auditor**

Please provide below explanations or comments on any items above.

Date:

Signature of the Auditor:

Stamp:

*Please note that Eurimages reserves the right to request a more detailed breakdown of production costs and to undertake audits of the Film’s accounts (directly or through a third party).*

**Appendix I: Final production cost report**

*A template for the cost report is available in the download section of the Eurimages’ web site.*

*If the auditor does not use this template, the level of detail should be at least equivalent.*

1. *Please check the boxes where applicable throughout the document and provide an explanation in the comments section (§6) if necessary.* [↑](#footnote-ref-2)
2. *In some member countries (e.g. Spain), specific support programmes require distribution costs to be included in the cost of production. If applicable, please mention this in section 6 under ‘Comments’.* [↑](#footnote-ref-3)
3. *Add as many exchange rates as necessary.* [↑](#footnote-ref-4)
4. *Or another means of exploitation accepted by Eurimages.* [↑](#footnote-ref-5)
5. *Account number or reference in the production cost report.* [↑](#footnote-ref-6)
6. *Distributor, Sales agent, TV broadcaster, VOD Platform, etc.* [↑](#footnote-ref-7)
7. *If other than the licensee (for example, inter group payments or financing of advances by third parties). If more than one payee intervened, provide a breakdown of payments.* [↑](#footnote-ref-8)