

REGULATION
OF THE MINISTER OF CULTURE AND NATIONAL HERITAGE¹

dated 11 February 2019

**on a detailed list of Polish eligible costs, parameters of audio-visual works and documents
related to granting financial support for an audio-visual
production by the Polish Film Institute**

Pursuant to Article 31 of the Act of 9 November 2018 on financial support for an audio-visual production (Journal of Laws, item 50), the following shall be ordered:

§ 1 The Regulation shall specify:

- 1) a detailed list of costs that may constitute Polish eligible costs and a detailed list of costs excluded from eligibility as Polish eligible costs;
- 2) minimal planned durations of audio-visual works and minimum values of Polish eligible costs entitling one to apply for financial support - separately for individual types of audio-visual works;
- 3) the template of the application for issuing a certificate confirming the fulfilment of the qualification test criteria;
- 4) the template of the application for an audio-visual production or providing services for audio-visual production of audio-visual works,
- 5) the qualification test formula together with the detailed criteria of the qualification test and the corresponding score;
- 6) the template of the final report on works covered by financial support for an audio-visual production or provision of audio-visual production services.

§ 2. 1. Financial support shall be granted to audio-visual production of the following audio-visual works:

- 1) a feature film of no less than 70 minutes where the value of Polish eligible costs exceeds the amount of 4,000,000 within the audio-visual production budget;
- 2) a documentary film of no less than 40 minutes where the value of Polish eligible costs exceeds the amount of PLN 300,000 within the audio-visual production budget;
- 3) an animated film of no less than 60 minutes where the value of Polish eligible costs exceeds PLN

¹The Minister of Culture and National Heritage heads the division of government administration - culture and protection of national heritage, pursuant to § 1 Section 2 of the Regulation of the Prime Minister of 13 December 2017 on the detailed scope of activity of the Minister of Culture and National Heritage (Journal of Laws, item 2321).

- 1,000,000 within the audio-visual production budget;
- 4) a series with each episode of no less than 40 minutes where the average value of Polish eligible costs exceeds PLN 1,000,000 within the season's episode budget;
 - 5) a documentary series with a season of no less than 150 minutes where the total value of Polish eligible costs in the season exceeds PLN 1,000,000;
 - 6) an animated series, with at least 10 episodes, with the season of no less than 50 minutes, where the total value of Polish eligible costs within the season exceeds PLN 1,000,000.

2. Financial support shall be granted for the provision of audio-visual production services in the case of:

- 1) a feature film of no less than 70 minutes where the value of Polish eligible costs of the provided audio-visual production services exceeds the amount of PLN 1,000,000;
- 2) a documentary film of no less than 40 minutes where the value of Polish eligible costs of the provided audio-visual production services exceeds the amount of PLN 300,000;
- 3) an animated film of no less than 60 minutes where the value of Polish eligible costs of the provided audio-visual production services exceeds the amount of PLN 500,000;
- 4) a series with each episode of no less than 40 minutes where the value of Polish eligible costs of the provided audio-visual production services within the season exceeds the amount of PLN 1,000,000;
- 5) a documentary series of no less than 150 minutes where the total value of Polish eligible costs of the provided audio-visual production services in the season exceeds PLN 300,000;
- 6) an animated series, with at least 10 episodes, with the season of no less than 50 minutes, where the total value of Polish eligible costs of the provided audio-visual production services within the season exceeds PLN 500,000.

§ 3. A detailed list of costs that may constitute Polish eligible costs and a detailed list of costs excluded from eligibility as Polish eligible costs shall be set out in Annex 1 hereto.

§ 4. 1. The template of the application for issuing a certificate confirming the fulfilment of the qualification test criteria shall be set out in Annex 2 hereto;

2. The template of the application for an audio-visual production or providing services for audio-visual production of audio-visual works shall be set out in Annex 3 hereto.

§ 5. 1. The minimum score necessary to obtain financial support shall be 23.

2. The qualification test formula together with the detailed criteria of the qualification test and the corresponding score shall be set out in Annex 4 hereto.

§ 6 The template of the final report on works covered by financial support for an audio-visual production or provision of audio-visual production services shall be set out in Annex 5 hereto.

§ 7 Financial support for an audio-visual production referred to in § 2 Section 1 item 1, shall be

granted in the case of application submitted in:

- 1) 2019 when the value of Polish eligible costs exceeds the amount of PLN 2 500 000 within the audio-visual production budget;
- 2) 2020 when the value of Polish eligible costs exceeds the amount of PLN 3 000 000 within the audio-visual production budget.

§ 8 The Regulation shall enter into force the day following its publication.

**THE MINISTER OF CULTURE
AND CULTURAL HERITAGE**
PIOTR GLIŃSKI

Annex 1

A detailed list of costs that may constitute Polish eligible costs and a detailed list of costs excluded from eligibility as Polish eligible costs

1. The Polish eligible costs shall include the costs justified and necessary for an audio-visual production:

- 1) of preparations for production created as part of the search for extramural locations of an audio-visual production, including costs of:
 - a) remuneration of persons involved in preparations for production, including the costs of acquiring copyrights,
 - b) permits to conduct shooting,
 - c) preparation of visual materials and documentation of objects used for an audio-visual production (in particular photography, printed and multimedia presentations, printing of materials, art projects and tests related to the production of animations),
 - d) lease of equipment for the preparation of visual materials,
 - e) searching for the location of animation production,
 - f) translations of documents and materials related to the search for the location of an audio-visual production;
- 2) implementation of an audio-visual production, including costs of:
 - a) production design and costumes, including costs:
 - creation, adaptation or lease of the production design,
 - creation, maintenance, lease of props or purchase of props completely worn in the course of production,
 - creation, maintenance, lease of costumes or purchase of costumes completely worn in the course of production,
 - lease of a film studio or a soundstage,
 - lease of film locations (shooting facilities),
 - preparation of exteriors,
 - rental of animals,

- lease of vehicle,
- lease of weapons,
- lease of devices on the set or in the studio, such as: trailers for the crew, mobile kitchens, current-generating units,
- lease of production design spaces, including props, warehouses, storages,
- security of the film set, including costs of vehicles of services responsible for security, ambulances, fire brigade vehicles,
- related to visual effects, character modelling, creation of production design and background in animation, including costs of services and costs of renting or purchasing consumables for the needs of audio-visual works,
- special effects on the film set, consumables, film weapons,
- make-up, hairdressing,
- technical costs related to the archiving of film materials,
- related to the editing of films on the set,
- costs related to the colour correction of the photography,

b) of obtaining technical equipment for an audio-visual production, including costs of:

- lease of lighting equipment, including lifts, cranes and lease or purchase of consumables,
- lease of aggregates and purchase of fuel for current-generating units,
- lease of a camera, camera equipment, other equipment used to register audio-visual image and lease or purchase of consumables,
- lease of camera accessories (grip) and lease or purchase of consumables,
- lease of sound equipment and lease or purchase of consumables,
- purchase of image and sound media,
- lease of computer equipment for creating animations,
- lease of computing power to create animations,
- a civil - law agreement enabling the use for a definite term of software to create animations or special effects.

c) of other costs of an audio-visual production, including costs of:

- acquisition of rights to the screenplay and adaptation rights to enable an audio-visual production,
- literary and artistic works related to the development and implementation of an audio-visual work, including the costs of acquiring copyrights,

- office and administrative costs incurred at the place of production other than the permanent headquarters or other places of business of the applicant, such as a film set or locations, including costs:
 - lease of office space, storage space and furniture,
 - lease of office equipment, in particular telephone, fax machine, computer, photocopying machine,
 - office and stationery supplies,
 - a civil - law agreement enabling the use for a definite term of software for management of animation production processes.
 - the use of electricity, water, gas, telephone, Internet,
 - postal and courier services,
 - personal accident insurance and civil liability insurance for all crew members,
 - communication on the film set,
 - security of the film set and medical protection,
 - customs duties,
 - translations of documents and materials necessary for the implementation of an audio-visual production,
 - legal services and support as well as other consultancy and auditing services, accounting services, implemented in connection with the implementation of an audio-visual production by entities based in the Republic of Poland, in an amount not exceeding 3% of the total budget of works covered by financial support,
 - banking services related to the holding of an escrow account related to the granting of financial support;
- 3) related to travel, accommodation, food during preparation for an audio-visual production, implementation of an audio-visual production and post-production, including costs of:
- a) transport, including lease of cars and all other vehicles necessary to carry out work covered by financial support for an audio-visual production or providing services for an audio-visual production of audio-visual works, fuel costs, tolls,
 - b) travels in the economy class, only in a situation in which the Republic of Poland is the starting or ending place of the travel and parking lots in the vicinity of the shooting facilities,
 - c) accommodation for the crew involved in the production of an audio-visual work during the production preparation period, the shooting period and post-production period,

- d) meals;
- 4) of editing and post-production, including costs of:
- a) developing the photography material,
 - b) editing of image, sound, music, synchronization of sound with the image,
 - c) services related to image quality,
 - d) sound editing, sound or music recordings,
 - e) dubbing, subtitling, post-synchronization and automated dialogue and sound effect replacement,
 - f) lease of equipment for image editing and sound post-production, lease of image and sound editing equipment,
 - g) lease of equipment for the purposes of creating animation, compositing and rendering,
 - h) preparation of a photographic film,
 - i) a civil - law agreement for a definite term, enabling the use of computer software necessary for post-production, including editing, visual or sound effects or animation, for a given project for a definite term in accordance with the schedule,
 - j) lease of a recording studio,
 - k) purchase of digital media,
 - l) post-production audit,
 - m) preparation of output materials,
 - n) preparation of materials and archiving copies,
 - o) making a master copy,
 - p) re-recording of the film;
- 5) of production of animations and special effects, including costs of:
- a) graphic recognition,
 - b) development of the project,
 - c) implementation of the animation project folder in the form of a presentation,
 - d) implementation within the 2D or 3D animation of processes necessary to make the animation,
 - e) implementation of designs for characters, decorations, props, utility items,
 - f) implementation of a descriptive and pictorial shooting script, implementation of an animatic,
 - g) development of models of characters for animation,
 - h) implementation of designs of animation,

- i) implementation of animation tests, implementation of 2D or 3D animations or puppet, stop motion and combined animation,
 - j) materials and tools for the production of experimental, combined or puppet animation, special effects (animation of 2D or 3D effects),
 - k) components for the construction of puppets for the needs of puppet or stop motion animation,
 - l) painting of animations and decorations,
 - m) computer processing of animation and decorations,
 - n) rendering the animation,
 - o) implementation of colour correction of the image,
 - p) implementation of compositing,
 - q) image editing,
 - r) production audit,
- 6) fees, remuneration and other benefits, including benefits of intermediary entities (including income taxes and social security contributions) being documented labour costs related to the involvement of people in the audio-visual work:
- a) in the case of a feature or documentary film or a series or documentary series:
 - actors, including main cast, supporting cast, episodists, stuntmen, doublers, extras,
 - screenwriter or screenwriters,
 - director, assistant director, director's assistant, director of cast, clapper person,
 - executive producer, production assistant, production manager, associate production manager, production manager assistant, postproduction manager, film set manager, film set manager assistant, film set secretary, duty planner, administrator, and people providing accounting services, if they relate to a given audio-visual production,
 - persons involved in the production design, including those involved in the design, production, construction of production design, lease or production of props, studio support: including production designer, assistant production designer, production designer's assistants, decoration manager, interior decorator, main property master, prop maker, helpers of property master, special effects coordinator, pyrotechnicians, duty scenographer, key grip,
 - persons involved in the preparation of costumes,
 - persons involved in the make-up department,

- persons involved in the camera department,
- persons involved in the sound department, including the sound designer, sound mixer, sound mixer's assistant, as well as persons involved in the post-production of sound, including sound editors, sound effect makers, creators of synchronous effects, synchronising, sound recorders,
- persons involved in the preparation of special effects on the film set,
- persons involved in the preparation of visual effects on the film set,
- creators of animation,
- persons involved in the preparation of music for the film, including the composer, performers, artists, song writers, musicians, persons involved in music production,
- persons involved in the editing of photography, sound, music, including the editor, editor's assistant,
- persons involved in the provision of craft services required for the production,
- persons involved in the implementation of specialized services on the set, in particular doctors, nurses, veterinarians,
- consultants, in particular historical, musical, medical consultants, script doctor, technologist,
- persons involved in the adaptation of the scenario, dialogues;
- persons involved in stunt activities,

b) in the case of an animated film or an animated series:

- persons listed in item a,
- creators of character designs,
- creators of character implementation,
- creators of decoration projects,
- creators of props designs,
- creators of animations of various techniques, including the main animator for various techniques,
- colourists,
- authors of descriptive or pictorial shooting script,
- creators of a storyboard or presentation,
- creators of an animatic,
- creators of cinematography - compositing;

c) for post-production services:

- editors,
- colourists,
- image quality specialists,
- creators of 2D animation,
- creators of 3D animation,
- composers,
- performers,
- sound designers,
- voice-overs,
- specialists in sound recording, synchronizing and editing,
- sound mixers,
- specialists in the reconstruction of archival materials;

7) of acquisition of copyrights and licenses for works used as part of an audio-visual production, including:

- a) music by Polish authors and performers,
- b) archival materials,
- c) literary works,
- d) works comprising text and music;

8) of production of formats providing access to an audio-visual work to disabled people, including costs of:

- a) audio description.
- b) subtitles for the deaf,
- c) sign language translation.

2. Polish eligible costs shall not include costs not directly related to an audio-visual production or the provision of audio-visual production services subject to financial support, such as:

- 1) costs related to running business by producers or co-producers;
- 2) Value Added Tax;
- 3) representation costs;
- 4) costs of legal services and support as well as other consulting and auditing services, accounting services, in the amount exceeding 3% of the budget of works supported by the financial support;
- 5) costs of court proceedings;

- 6) costs of fines, pecuniary penalties, contractual penalties and interest on untimely paid liabilities,
- 7) costs of purchase of fixed assets, including purchase of film and recording studios as well as other equipment used for film production;
- 8) costs of purchase of property;
- 9) costs of purchase of consumer electronics devices;
- 10) the value of in-kind contributions to production;
- 11) depreciation costs;
- 12) costs of non-bank borrowings, leasing, banking services, including loans or bank guarantees;
- 13) costs of insurance for termination of production;
- 14) costs of other insurance not related to an audio-visual production;
- 15) costs of purchase and development of software (with the exception of software licenses used to produce animations or special effects);
- 16) costs of distribution of an audio-visual production;
- 17) costs of promotion and marketing not related to an audio-visual production;
- 18) costs related to the business of the applicant, producer or co-producer and not directly related to an audio-visual production subject to financial support, including costs of remuneration, costs of furniture and office equipment, rent or mortgage payment, office expenses, administrative costs, excluding management functions that are part of the production executive process;
- 19) costs related to the preparation of photos, art poster and costs of implementation of the making-off as required by the Polish Film Institute.

TEMPLATE**The application for issuing a certificate confirming the fulfilment of the qualification test criteria**

.....
 (date)

1. Details of the applicant:

Business name	
Registered office and address	
Telephone number and e-mail address	
The number of the entry in the register of entrepreneurs of the National Court Register or information on the entry in the Central Register and Information on Economic Activity	
NIP tax identification number	
REGON business identification number	

2. Definition of the audio-visual work

Project category (tick the right box)	<input type="checkbox"/> an audio-visual production; <input type="checkbox"/> an audio-visual production service
Type of the audio-visual work (tick the right box)	<input type="checkbox"/> a feature film <input type="checkbox"/> a documentary film <input type="checkbox"/> an animated film <input type="checkbox"/> a series <input type="checkbox"/> a documentary series <input type="checkbox"/> an animated series
A difficult audio-visual work within the meaning of Article 13 Section 2 of the Act of 9 November 2018 on financial support for an audio-visual production; (Journal of Laws of 2019, item 50). (tick the right box)	Yes <input type="checkbox"/> No <input type="checkbox"/>

The score obtained in the qualification test	
Title of the audio-visual work	
Language of the audio-visual work	
Genre of the audio-visual work	
Literary basis (if applicable)	
Date of conclusion of the contract for the acquisition of rights to the screenplay or the literary basis	
Date of conclusion of the contract with the director	
Planned duration of the audio-visual work (in the case of the series - duration of each episode)	
Director	
Screenwriter	
Director of Photography	
Composer of music composed for the audio-visual work	
Main animator	

3. Financial information on the audio-visual work

Total planned production budget for the audio-visual work (in PLN)	
Planned production budget for the audio-visual work in terms of the works covered by the application (in PLN)	
Estimated amount of financial support (in PLN)	

4. Description of the audio-visual work, including content (max. 4,000 characters).

Appendices:

1. Completed qualification test form
2. Screenplay of the audio-visual work

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(signature of the applicant or a person authorized to represent them)

TEMPLATE

**The application for the audio-visual production or providing services
for audio-visual production of audio-visual works,**

.....
(date)

1. Details of the applicant:

Business name	
Registered office and address of the applicant	
Telephone number and e-mail address	
The number of the entry in the register of entrepreneurs of the National Court Register or information on the entry in the Central Register and Information on Economic Activity	
NIP (tax identification number):	
REGON (business identification number):	
Information on the turnover in the tax year preceding the submission of the application	
The information specified in Article 37 Section 5 of the Act of 30 April 2004 on proceedings in matters concerning state aid (Journal of Laws of 2018, item 362)	
Business name, registered office and address of co-producers of the audio-visual work	
Business name, registered office and address of the main producer of the audio-visual work or an entity ordering services for the audio-visual production;	

2. Basic information on the audio-visual work

Project category <i>(tick the right box)</i>	<input type="checkbox"/> an audio-visual production; <input type="checkbox"/> an audio-visual production service
Type of the audio-visual work <i>(tick the right box)</i>	<input type="checkbox"/> a feature film <input type="checkbox"/> a documentary film <input type="checkbox"/> an animated film <input type="checkbox"/> a series <input type="checkbox"/> a documentary series <input type="checkbox"/> an animated series
A difficult audio-visual work within the meaning of Article 13 Section 2 of the Act of 9 November 2018 on financial support for the audio-visual production; <i>(tick the right box)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
The score obtained in the qualification test	
Title of the audio-visual work	
Language of the audio-visual work	
Genre of the audio-visual work	
Literary basis (if applicable)	
The date of conclusion of the contract for the acquisition of rights to the screenplay or the literary basis	
Date of conclusion of the contract with the director	
Planned duration of the audio-visual work (in case of a series - duration of each episode)	
Period of audio-visual production (dates from ... to ...) including the number of shooting days, period of audio-visual post-production (dates from ... to ...) within the territory of the Republic of Poland and in other particular states.	Republic of Poland

3. Information confirming fulfilment of the criteria related to the participation in the audio-visual production of employees, co-workers or entities performing services for the audio-visual production

Director	
Screenwriter	
Director of Photography	
Composer of music composed for the audio-visual work	
Main animator	
Lead actor or lead actress or supporting actors or in the case of an animation - an actor dubbing the voice in the lead role or main voice-over or two actors dubbing the voice in supporting roles or voice-overs (dubbing)	
Cast (speaking roles) or in the case of an animation actors dubbing the voice or voice-overs	
<p>Creators or professionals from among the following professions:</p> <ul style="list-style-type: none"> a) editor, b) production designer, c) costume designer, d) make-up artist, e) executive producer, f) post-production producer or VFX special effects coordinator, g) sound mixer, h) sound designer, i) animator (<i>other than main animator</i>), j) storyboard maker, k) author of the artistic development of animation, l) creator of animation layouts. <p>(indicate the relevant ones)</p>	

Technical crew members or animators involved for shooting or animation processes or post-production services performed in the Republic of Poland	
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4. Financial information on the audio-visual work

Total planned production budget (in PLN) (not applicable to services)	
Total planned production budget within the Republic of Poland	
Amount of planned Polish eligible costs (in PLN) and percentage of share in the total planned production budget	
Requested amount of support in PLN and percentage of share in planned Polish eligible costs	
Amount of public funds together with requested amount of support (in PLN) and percentage of share in total planned production budget	
Current confirmed level of financing (in PLN)	
Current confirmed level of financing in percentage points	

5. Description of the audio-visual work, including content (max. 4,000 characters).

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6. Specification of works covered by the financial support (max. 4,000 characters).

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7. Information on the production, including production countries

Planned start date of the shooting period (animation period) in individual countries involved in the production	PL	
Planned end date of the shooting period (animation period) in individual countries involved in the production		
Co-producers of the audio-visual work (in case of financial support of the audio-visual production) or producers (in case of financial support for the audio-visual production service)		
Planned number of film crew members	Number of film crew members	Number of film crew members from the Republic of Poland

Appendices:

- 1) a copy of the co-production contract or the contract for the provision of audio-visual production services translated into Polish by a sworn translator;
- 2) a certificate from the tax office on no arrears in taxes and other levies governed by the provisions of the Act of 29 August 1997 - Tax Ordinance (Journal of Laws of 2018 item 800, as amended²) issued no earlier than 30 days prior to submitting the application;

²Amendments to the consolidated text of the said Act were announced in the Journal of Laws of 2018, item 650, 723, 771, 1000, 1039, 1075, 1499, 1540, 1544, 1609, 1693, 2126, 2193, 2244, 2354, 2354 and the Journal of

- 3) a certificate from the Social Insurance Institution on no arrears in social security contributions issued no earlier than 30 days prior to submitting the application;
- 4) declaration on the absence of circumstances referred to in Article 10 of the Act of 9 November 2018 on financial support for an audio-visual production;
- 5) information on the experience of the applicant's employees or associates involved in the audio-visual production;
- 6) the audio-visual production schedule;
- 7) the production financing plan, referred to in Article 18 section 4 item 7 of the Act of 9 November 2018 on financial support for audio-visual production;
- 8) the cost estimate of the audio-visual production with a plan of expenses related to the audio-visual production within the Republic of Poland and territories of other countries;
- 9) the synopsis and screenplay of the audio-visual work;
- 10) confirmation of the acquisition of rights to the screenplay or the literary basis of the audio-visual work;
- 11) the qualification test completed.

.....
(signature of the applicant or a person authorized to represent them)

TEMPLATE**Qualification test**

I	Detailed criteria related to the use of cultural output in an audio-visual work.	Score
1.	The plot or main theme of the audio-visual work concerns Polish or European culture, religion, history, mythology or an interpretation of the past or future coherent in narrative terms	2
2.	The audio-visual work concerns a person or a figure belonging to Polish or European culture, history or society or assumes participation of a contemporary Polish or European creator or artist whose contribution to the creation of a film is significant	2
3.	The audio-visual work refers to important cultural values (e.g. human rights, tolerance, equality, ecology) or exposes the Polish or European creative potential, or Polish or European creativity or innovation	2
4.	The plot or main theme of the audio-visual work is based on a Polish or European literary work or on other Polish or European cultural works (e.g. in the field of fine arts, music, film, architecture, video games)	2
5.	The audio-visual work uses Polish locations, architectural objects or landscapes or motifs characteristic of Polish culture and architecture (landmarks) or their equivalents in the form of models of objects used in animation	2
6.	The audio-visual work is produced using innovative or culture-generating elements in the field of technology, narrative, artistic style, developed or implemented in a member state of the European Union or a member state of the European Free Trade Agreement (EFTA) - parties to the agreement on the European Economic Area	2
7	The final version of the audio-visual work is produced in Polish or another language of a member state of the European Union or a member state of the European Free Trade Agreement (EFTA) - parties to the agreement on the European Economic Area	2
	In total for I	14
II	Detailed criteria related to the performance of the audio-visual work within the territory of the Republic of Poland.	

1.	Percentage of shooting days or days of animation production or post-production days taking place within the territory of the Republic of Poland:	
	- at least 10%	2
	- at least 30%	3
	- at least 50%	4
2.	Number of shooting days or days of animation production or post-production days taking place within the territory of the Republic of Poland:	
	- at least 10 days	1
	- at least 20 days	3
	- at least 30 days	5
3.	The use of infrastructure located in Poland:	
	- to implement photography or animations	1
	- to implement post-production services	1
4.	Performance of special effects within the territory of the Republic of Poland	1
5.	Recording music within the territory of the Republic of Poland	1
6.	Sound editing and re-recoding within the territory of the Republic of Poland	1
7.	Post-production within the territory of the Republic of Poland	
	- at least 10% of post-production costs are spent on the territory of the Republic of Poland	1
	- at least 30% of post-production costs are spent on the territory of the Republic of Poland	2
	- at least 50% of post-production costs are spent on the territory of the Republic of Poland	3
	In total for II	17
III	Detailed criteria related to the participation in the audio-visual production of employees, co-workers or entities performing services for the audio-visual production	
	The persons who make the film shall be: 1) Polish citizens or 2) citizens of other European Union Member States or member states of the European Free Trade Agreement (EFTA) - parties to the agreement on the European Economic Area; or	

	3) citizens of other countries who have obtained a statutory award at least at one international film festival accredited by the International Federation of Film Producers Associations (FIAPF) in the last 10 years or an equivalent award:	
1.	Director	1
2.	Screenwriter	1
3.	Director of Photography	1
4.	Main animator	1
5.	Composer of music composed for the audio-visual work	1
6.	Lead actor or lead actress or at least 2 supporting actors or in the case of animation - the actor dubbing the voice in the lead role or the main voice-over or two actors dubbing the voice in supporting roles or voice-overs (dubbing)	1
7.	At least 50% of the cast (spoken roles) or in the case of at least 50% of the cast of actors dubbing the voice or voice-overs	1
8.	Share of a certain number of creators or professionals:	
	- participation of at least 4 creators or professionals from the following professions: a) editor, b) production designer, c) costume designer, d) make-up artist, e) executive producer, f) post-production producer or VFX special effects coordinator, g) sound mixer, h) sound designer i) animator (other than main animator), j) storyboard maker, k) author of the artistic development of the animation, l) creator of animation layouts.	3
	- at least 3 creators or professionals from the following professions: a) editor, b) production designer,	

	c) costume designer, d) make-up artist, e) executive producer, f) post-production producer or special effects coordinator, g) sound mixer, h) sound designer, i) animator (other than main animator), j) storyboard maker, k) author of the artistic development of the animation, l) creator of animation layouts.	2
9.	Number of members of a technical crew or animators involved in the photography or processes of animation or post-production services implemented in Poland, who are Polish citizens or citizens of other European Union Member States or member states of the European Free Trade Agreement (EFTA) - parties to the agreement on the European Economic Area, in relation to the total number of members of a technical crew or animators involved in the photography or processes of animation or post-production services implemented in Poland.	
	- at least 50%	3
	- at least 40%	2
	- at least 30%	1
	In total for III	13
	TOTAL for parts I, II and III	44

TEMPLATE

**The final report on works covered by financial support for an audio-visual production
or provision of audio-visual production services**

1. Details of the entrepreneur that has received financial support

Business name	
Registered office and address	
Telephone number and e-mail address	
The number of the entry in the register of entrepreneurs of the National Court Register or information on the entry in the Central Register and Information on Economic Activity	
NIP tax identification number	
REGON business identification number	
Confirmation of no changes to the legal status of the entrepreneur that has received financial support <i>(tick the right box)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>

2. Summary information on the audio-visual work

Project category <i>(tick the right box)</i>	<input type="checkbox"/> an audio-visual production; <input type="checkbox"/> an audio-visual production service
Type of the audio-visual work <i>(tick the right box)</i>	<input type="checkbox"/> a feature film <input type="checkbox"/> a documentary film <input type="checkbox"/> an animated film <input type="checkbox"/> a series <input type="checkbox"/> a documentary series <input type="checkbox"/> an animated series

A difficult audio-visual work within the meaning of Article 13 Section 2 of the Act of 9 November 2018 on financial support for an audio-visual production; <i>(tick the right box)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
The score obtained in the qualification test	
Title of the audio-visual work	
Language of the audio-visual work	
Genre of the audio-visual work	
Literary basis (if applicable)	
Acquisition of copyrights to the screenplay or the literary basis (if applicable) and allied and ancillary rights <i>(tick the right box)</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Duration of the audio-visual work	

3. Financial information on the audio-visual work

Total production budget for the audio-visual work (in PLN) If the settlement refers to part of the audio-visual production conducted within the territory of Republic of Poland, and the production is not closed in other countries the required total budget (not applicable to services)	
Total planned budget of the audio-visual work within the Republic of Poland (in PLN)	
Amount of incurred Polish eligible costs (in PLN) and percentage of share in the total production budget	
Requested amount of financial support (in PLN) and percentage of share in the amount of incurred Polish eligible costs	

Summary amount of public means together with the requested amount of financial support (in PLN) and percentage of share in the total production budget for the	
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4. Brief description of the course of individual stages of production of the audio-visual work covered by financial support (up to 6,000 characters)

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5. Information on the audio-visual production, including production countries

Date of commencement of the works covered by the contract	
Date of termination of the works covered by the contract	
Co-producers of the audio-visual work (in case of financial support of the audio-visual production) or producers (in case of financial support for the audio-visual production service)	
Number of Polish cast members or animators:	Number of Polish film crew members or animators:
Number of Polish residents with the cast:	Number of Polish residents with the film crew:
Number of foreign cast (not eligible as Polish eligible costs):	Number of foreign film crew members (not eligible as Polish eligible costs):
Number of shooting days or weeks of the animation processes or post-production services performed, including ones in the Republic of Poland:	Number of performed (or still planned) shooting days or weeks of animation processes or post-production services in other countries (what countries):
Polish towns/geographical areas where photography was implemented	
Polish landmarks used while implementing photography	

Appendices:

1. List of Polish eligible costs incurred together with supporting documents confirming:
 - a) incurring of goods or services purchase costs, in particular invoices, bills and receipts for payment for goods or services;
 - b) payment of fees, remuneration and other benefits constituting labour costs of persons engaged in the audio-visual production during the period of the audio-visual production, in particular contracts concluded with natural persons (employment contracts, service contracts, mandate contracts or contracts for specific work), and also confirmations of payment of remuneration for the performance of these contracts.
2. The qualification test completed on the basis of data current at the time of submission of the report.
3. List of names, surnames and functions of individual members of the film crew, as well as the number of shooting days within the Republic of Poland.

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(signature of the applicant or a person authorized to represent them)