

Cayman Islands Film Production Rebate Programme

Application Form for Interim Certificate

Introduction

The Cayman Islands Film Commission ("CIFC") is a government agency aligned with the Ministry of Tourism and Ports. The CIFC is mandated with the promotion and development of the Cayman Islands film industry.

The Cayman Islands Film Production Rebate Programme ("Rebate") is an incentive provided by the CIFC, calculated as a percentage of Cayman Islands Qualifying Production Expenditure ("CIQPE"); CIQPE is discussed in Section 4 of the Rebate Guidelines.

This document is the application for Rebate applicants ("Applicants") and producers.

Please refer to the Rebate Guidelines for a full understanding of the Rebate Programme. These Guidelines may be subject to change from time to time, and their interpretation and application are at the CIFC's sole and absolute discretion.

The Rebate Guidelines may be found on the CIFC website at: <https://www.visitcaymanislands.com/en-us/cayman-film-commission>

Please submit this completed application form and all required documentation to the CIFC via the website at: <https://www.visitcaymanislands.com/en-us/cayman-film-commission>

Inquiries

Please refer any questions regarding the Rebate to the CIFC by emailing: cifilm@caymanislands.ky

Applicant Details

Name of Production Company: _____

Applicant Company Name (*If you are applying on behalf of a Production company*): _____

Contact Person Name: _____

Contact Email: _____

Contact Phone Number: _____

Production Details

Production Title: _____

Production Type / Category (Feature film / Scripted series / Unscripted series): _____

Production (*in the Cayman Islands*) Start Date: _____

Production (*in the Cayman Islands*) End Date: _____

Producer(s) Name(s): _____

Brief Description of the Production: _____

Selected Filming Locations in the Cayman Islands: (Select all that apply).

- Little Cayman
- Cayman Brac
- East End
- North Side
- Bodden Town
- George Town
- West Bay

Planned Budget / CIQPE (in CI\$): _____

Cayman Islands Film Production Rebate Eligibility

Has principal photography (filming) commenced before [date of launch of Rebate programme]?

(Yes or No)

Are you receiving other Cayman Islands government funding for the making of the production?

(Yes or No)

Cayman Islands Film Production Rebate Value Checklist

To help determine the potential value of the Rebate, check the following with a [x] where applicable. *Note, that the Rebate and uplifts (additional rebate worth) may be combined where eligible; however, the maximum Rebate for any individual CIQPE is capped at 35%, at the discretion of the Minister of Tourism.*

Check [x]	Element
	Total CIQPE of at least CI \$250,000
	Unscripted production filmed in the Cayman Islands
	Production that is explicitly and visibly set in the Cayman Islands
	Production that portrays the Cayman Islands in a positive light, at the discretion of the Minister of Tourism
	Production that incurs at least \$1.5M in CIQPE and submit a plan for training Caymanians
	CIQPE incurred in Cayman Brac or Little Cayman
	Cayman Islands resident Qualifying Local Vendors and Qualifying Local Labour

Declaration of Eligibility

I/We hereby declare that:

The information provided in this application is true and accurate to the best of my/our knowledge.

The production meets all eligibility criteria as outlined in the Cayman Islands Film Production Rebate Programme Guidelines.

Signature: _____ Date: _____

Checklist for Interim Certificate

Please ensure that the following documents are attached to this application for the Interim Certificate (all documents should be uploaded in PDF, JPEG or PNG format):

- Copy of the Production Licence granted by the CIFIC;
- Latest draft of the shooting script, treatment or format, as applicable, with all available storyboards and synopses;
- Shooting schedule for the full production in the Cayman Islands;
- Total itemised indicative budget for the full production in the Cayman Islands (the budget can be presented in any industry-recognised format (e.g. Movie Magic) preferred by the Applicant, must specify the expected CIQPE in CI\$ and be accompanied by the CIFIC worksheet);
- A copy of the executed agreement(s) between the Applicant (and the Producer, as applicable) and the international financier(s) of the production;
- Where the Producer and the Applicant are different entities, a copy of the agreement between the Applicant and the Producer covering the production and the Rebate application;
- Copy of relevant production insurance binder, including proof of Public Liability Insurance and Workers' Compensation Liability;
- Any other documents requested by the CIFIC.

Checklist for Final Certificate

To obtain a Final Certificate, the Applicant must provide a list of documents to the CIFIC within one hundred and eighty (180) days of completion of principal photography (filming) (or post-production where applicable) in the Cayman Islands.

All documents should be uploaded in PDF, JPEG or PNG format.

Documents to be submitted are:

- Proof of completion of principal photography (filming or post-production where applicable) in the Cayman Islands;

- If the final film shooting script, treatments or format has deviated from the original scripts provided for the Interim Certificate, the Applicant is to provide the final versions;
- A written statement summarising all CIQPE, setting out the Rebate claimed (Audited Expenditure Statement) and the auditor's working spreadsheets and documentation that support the Audited Expenditure Statement. The auditor must be approved in advance by the CIFIC and must not be an officer, partner or employee of the Applicant or any affiliated entity, or any other entity involved in the production;
- Proof that all relevant individuals engaged in the production in the Cayman Islands are Caymanians and residents with the legal right to work within this film production. For example, documentation confirming Caymanian Citizenship, Work Permits, etc;
- Marketing deliverables including ten (10) publicity stills from the production;
- Any other documents requested by the CIFIC.