



FILM INCENTIVE PROOF OF PERFORMANCE
 (to be submitted with Proof of Performance worksheet
 and CPA audit)
COLORADO AND NON-COLORADO PRODUCTION COMPANIES

Colorado Office of Film, Television & Media
 1625 Broadway, Suite 2700, Denver, CO 80202
 Tel: 303-892-3840 / info@coloradofilm.org

The Colorado Open Records Act allows any person the right of inspection of records or any portion thereof except on certain grounds. Pursuant to § 24-72-204 (3)(a)(iv), C.R.S., the Colorado Office of Film, Television & Media (COFTM) may deny inspection of such records. Please note any trade secrets, privileged information, commercial or financial information you wish to be kept confidential.

PRODUCTION TITLE	
REBATE RECIPIENT	

TYPE OF INCENTIVE

- Colorado production company and qualified local expenditures equal or exceed \$100,000
- Non-Colorado production company and qualified local expenditures equal or exceed \$1,000,000
- Non-Colorado production company for a television commercial or video game, and qualified local expenditures equal or exceed \$250,000

TYPE OF PRODUCTION

- Feature film (studio)
- Feature film (independent)
- Documentary
- Television (scripted)
- Television (reality)
- Post production only
- Commercial (online and broadcast)
- Web series/Online content
- Corporate/Industrial
- Video Game
- Other _____

PRODUCTION COMPANY INFORMATION

Company or Individual Name	Contact Name	Contact Title
Contact Email Address	Contact Phone	Company Address
Company Address, cont'd.	Company City, State, Zip	Company Phone
Company Website	Date of Incorporation or Formation	State of Incorporation

PRODUCTION CREW INFORMATION

Studio (if applicable)	Producer(s)	Executive Producer(s)
UPM/Line Producer	Director	Principal Cast

ADDITIONAL INFORMATION

Total Number of Episodes filmed in CO (if applicable)	Date of first Qualified Local Expenditure	Date of last Qualified Local Expenditure
Anticipated Release / Premiere Date	Colorado Production Company/Producer(s) (if different from above)	Production Has Satisfied All Financial Obligations <input type="checkbox"/> Yes <input type="checkbox"/> No

- This is one of multiple audits to be submitted (please record actual Qualified Expenditures to date in above fields)
- This is final audit (record final Qualified Expenditures - all agreements and contracts are considered satisfied and will be closed after payment is issued)

PRODUCTION FINANCIAL INFORMATION

Qualified Payroll/Crew Wage Payments ¹	\$
Qualified Vendor Spend ²	\$
Total Colorado Qualified Local Expenditures (Qualified payroll + Qualified vendor spend)	\$
Total Colorado Local Expenditures (Qualified and Non-Qualified)	
Total Budget (including non audited and out of state expenses)	\$
Payroll for Colorado Residents only	\$

PRODUCTION WORKFORCE

Colorado Crew		
Colorado Cast		
Total Colorado Workforce		
Total Workforce ³	(Total Number)	(Percentage CO Workforce ⁴)

COLORADO PRODUCTION SCHEDULE (put N/A if no time in Colorado for Post-Production)

	Start Date	End Date	
Pre-Production			
Production			
Wrap			
Post-Production			

ADDITIONAL INFORMATION

Amount of Colorado Income Tax Withheld	
Total Colorado Work Days (includes pre-production and post)	
Average hours worked each day	

¹ Qualified Payroll includes non-resident payroll, so long as Colorado taxes are withheld.
² Refer to 'Qualified Expense Definition for Production Companies and CPAs FY18' document.
³ Total Workforce includes both Colorado and Non-Colorado cast and crew.
⁴ Minimum 50% Colorado workforce required.

ATTACH THE FOLLOWING DOCUMENTS ALONG WITH THIS FORM:

SENT VIA: E-MAIL DROP-BOX/ELECTRONIC TRANSFER USPS/FEDEX

- Copy of CPA's written report verifying the accuracy of the financial documents that detail the expenses incurred in the course of the production activities in Colorado and the data reported in this application.
- Written certification by the production company that the amount of the production company's actual qualified local expenditures equals or exceeds the minimum amount required to be eligible for the performance-based incentive, and that amount of actual local expenditures submitted is true and accurate.
- Digitized copies of all invoices, receipts and other documentation of qualified Colorado expenditures
- Colorado Declaration of Residency Forms – attach proof of residency and alphabetize by last name
- Copy of insurance policy for production reflecting start date prior to start of production
- Detailed plans for distribution including name(s) of distributor(s)
- Final budget and ledger detailing above "Production Financial Information of Qualified Local Expenditures"
- Total Payroll report indicating qualified Colorado payroll and number of hours worked by employee (excluding/obscuring individual social security numbers)
- Completed Workforce/Payroll and Vendor Spend Templates
- Crew call sheets
- List of all cities and specific locations used in Colorado
- Final crew list indicating the total crew and total Colorado crew per definitions – indicate non qualifying crew or extras separately
- Final Colorado vendor list – include addresses and contact information
- At least one copy/link/invitation to the production (due upon completion)
- At least five production still photos in an electronic format with rights cleared for promotional use (due upon completion)
- At least one poster for promotion of the project (if available and for feature films only, due upon completion) – n/a for commercials

I hereby acknowledge that the information provided in this application is true and correct and I acknowledge that making a false, fictitious, or fraudulent statement or representation in this application is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statutes § 18-8-503.

By: _____
Signature

Date

Printed Name

Title

SEND COMPLETED FORM TO:
Colorado Office of Film, Television & Media
Mariel.RodriguezMcGill@state.co.us
or
1625 Broadway, Suite 2700
Denver, CO 80202