



# Foreign actor certification scheme—application form

## Forward applications to

Foreign Actor Certification Scheme  
Screen Industry Section  
Department of Communications and the Arts  
GPO Box 2154  
Canberra ACT 2601

Email: [foreignactors@arts.gov.au](mailto:foreignactors@arts.gov.au)

Phone 61 (0)2 6271 1705

*Emailed applications are preferred.*

## Eligible programs

Applications may be made for actors who are engaged under performing contracts for specific commercial engagements in leading, major supporting or cameo roles or to satisfy ethnic and other special requirements within three broad categories of film or television production:

- Government subsidised programs of the following formats: feature film, mini-series, telemovie.
- Non-Government subsidised programs (excluding television series and serials): includes productions fully funded offshore, and other Non-Government subsidised productions.
- Bona fide unofficial co-production television series and serials.

## Exceptional cases

Applications for actors in other genres of film or television productions (e.g. exceptional case series, documentary, reality show) are considered on a case by case basis. In such cases, please fill out the appropriate section relating to Government Subsidised programs OR Non-Government Subsidised programs below.

## Further information

Please refer to the Department of Communication and the Arts' (the Department) *Foreign Actors Certification Scheme Guidelines* when filling out this form.

Evidence of the engagement of foreign actors and their fees is required for all applications.

If you require assistance to fill in this application form, please call the desk officer: 61 (0)2 6271 1705.



## Notice of collection under Australian Privacy Principle 5 (Privacy Act 1988).

The Department has collected personal information from the applicant for the purpose of providing a certificate to the Department of Home Affairs. A Foreign Actor Certificate includes the name of the production, its status as either Government subsidised or Non-Government subsidised, actor names and roles and the applicant's details. It is common practice to also provide the certificate to the Media, Entertainment and Arts Alliance.

Further information about how you can access your personal information, correct your personal information or complain about a breach of the Australian Privacy Principles, and how the Department would deal with the complaint, is available in the Department's privacy policy at [www.communications.gov.au/privacy-policy](http://www.communications.gov.au/privacy-policy). The Department can be contacted also on 61 (0)2 6271 1705 or [foreignactors@arts.gov.au](mailto:foreignactors@arts.gov.au).

The applicant should ensure that third parties to the application are made aware of this collection, and how to access personal information, correct personal information or complain about a breach of the Australian Privacy Principles.

### Production details

Aggregate and non-identifying information will be provided to Screen Australia for statistical purposes.

Provision of the following detailed information will further assist Screen Australia to measure production activity in Australia and inform industry and Government.

Please indicate if you are happy for the Department to share the production title, country of origin and location of Australian shoot (state or territory) with Screen Australia:

Yes  
 No

### Applicant information

Production title:

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Applicant's name:

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Applicant's title:

(for example: producer, production manager.)

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Production company:

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Postal address:

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Suburb:

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State:

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Postcode:

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Country:

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Phone:

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Email:

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## Production type

Please indicate the relevant production genre as one of the following, or see 'exceptional case' below:

- Feature film  
 Telemovie  
 Mini-series  
 Bona-fide unofficial co-production series or serial (*go to [Bona fide unofficial coproduction series and serials: not subsidised by government](#) section*)

Exceptional case:

- Series or serial (not a bona fide unofficial coproduction)  
 Documentary  
 Reality program  
 Other (please specify)

If you ticked 'other' above, please specify:

Please indicate if the production is:

- Government subsidised (*go to section 2*)  
 Non-government subsidised (*go to section 3*)

## Government subsidised productions

### Does the Production meet the below Australian Content Criteria?

The casting of the leading and major supporting roles accurately reflect the Australian characters portrayed:

- Yes  
 No

At least 50 per cent of Actors in Leading Actor roles and 75 per cent of Actors in Major Supporting Actor roles are Australian:

- Yes  
 No

If applicable, any 'traditional Australian character' will be played by an Australian actor:

- Yes  
 No  
 Not applicable

What percentage of the budget is foreign investment?

Does the specific role/s have an ethnic or other special requirement that cannot be satisfied by an Australian actor?

- Yes (please answer the next two questions)  
 Not applicable

Has a casting exercise been undertaken in an effort to cast an Australian actor to fulfil the ethnic or other special requirement?

- Yes  
 No

Has supporting evidence of the special requirement been provided / attached?

- Yes  
 No

Please go to the '[Budget and sources of finance](#)' section.



## Non-government subsidised productions (excluding series and serials)

Note: Other genres of Non-Government subsidised film or television productions (e.g. exceptional case series, documentary, reality show) should also fill out this section if applicable. Please provide additional information on a separate sheet if necessary.

Have reasonable opportunities been provided to Australian actors during casting at all levels of the production?

Yes  
 No

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Why are foreign actors needed for the production?

Was a casting exercise undertaken for the roles applied for in this application?

Yes  
 No

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Please provide details of the casting exercise undertaken, including the details of casting agents, the extent to which details of role(s) were distributed to actor agents throughout Australia and the audition process, in accordance with the Foreign Actor Certification Scheme Guidelines (see under the heading Casting Guidelines).

Does the foreign investment or the private investment guaranteed against the foreign returns by the distributor, exceed the amount of the budget expended on foreign actor fees?

Yes  
 No

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Is the production fully funded offshore?

Yes  
 No

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The Department may ask for further documentation if required. Please go to the '[Budget and sources of finance](#)' section.





Government investment (as defined in the guidelines)

Source of finance (eg Screen Australia, state/territory film agency)	Type of finance (eg equity investment)	Nationality of finance / territory against which funds are being recouped	Amount (in Australian dollars)
<b>B: Total government investment</b>			\$AUS

Other finance

Source of finance (eg Village Roadshow)	Type of finance (eg equity investment)	Nationality of finance / territory against which funds are being recouped	Amount (in Australian dollars)
<b>C: Total other finance</b>			\$AUS

Total budget

<b>Add A + B + C</b>	<b>Amount</b> (in Australian dollars)
	\$AUS

Foreign currency

Government investment (as defined in the guidelines)

Territory / country	Currency name	Conversion rate AUS \$1.00 =



## Budget expenditure in Australia

Total budget to be expended in Australia:	AU\$	_____
Number of Australian actors in leading roles:		_____
Number of Australian actors in supporting roles:		_____
Number of Australian actors in cameo/other roles:		_____
Number of Australian extras:		_____
Number of Australian crew:		_____

## Foreign actor details

Please complete where appropriate. Please ensure names are as per passport.

### Foreign actor details

Nature of role	Actor's name	Role	Scheduled date of travel to Australia
Leading			
Supporting			
Cameo			
Cameo			
Stunt			
Stunt			
Other (please specify)			
Other (please specify)			



Total fees for foreign actors

AU\$

Supporting documentation to demonstrate foreign actor/s engagement in the production and their fee/s attached? (eg. a signed deal memo or executed contract).

Yes  
 No

*Note: Application will be processed only when all documentation is received.*

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## Consultation with the Media Entertainment and Arts Alliance

On which date was MEAA advised of intent to apply for a Foreign Actor Certificate?

MEAA letter of opinion in relation to this application is attached

Yes  
 No

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## Declarations

Are there any matters adverse to your (or the entity you represent) professional and financial standing, relevant to this application?

Yes  
 No

Have you defaulted on any previous sponsorship into which you or the entity you represent have entered?

Yes  
 No

Do you or does the entity you represent undertake to obtain all necessary licenses in respect of the work to which the application relates?

Yes  
 No

I declare that the information provided is true and correct:

Yes  
 No

Applicant signature:

Date signed:

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Note: Screen Australia collects statistical data on film production in Australia. While aggregate and non-identifying information will be provided to Screen Australia for statistical purposes, if you agree to provide detailed information on your production to Screen Australia this will be of assistance to the agency. The relevant desk officer may be reached on 02 8113 5800 (Strategy and Research Department). Provision of this information is completely voluntary.

## Office use only

Applicants need not respond.

MEAA consultation letter/s received:  
(date/s)

Signed deal memos or equivalent  
documentation received: (date/s)

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