



Australian Government

Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts

Creative Economy and the Arts / Office for the Arts / Screen and Arts Workforce Development / Screen Incentives

# Foreign actor certification scheme—application form

## Forward applications to

Foreign Actor Certification Scheme  
Screen Incentives Section  
Office for the Arts  
GPO Box 2154  
Canberra ACT 2601

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

Phone 61 (0)2 6136 8014

*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 Office for the Arts' *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 6136 8014.

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

The Office for the Arts 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 of Infrastructure, Transport, Regional Development, Communications and the Arts would deal with the complaint, is available in the Department's privacy policy at [www.infrastructure.gov.au/department/privacy-policy](http://www.infrastructure.gov.au/department/privacy-policy). The Office for the Arts can be contacted also on 61 (0)2 6136 8014 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

Please indicate if you are happy for the Office for the Arts to share the production title and your contact details with Screen Australia for the purposes of collecting information for The Drama Report:

- 
- Yes  
 No
- 

Each year, Screen Australia publically releases a report titled The Drama Report which measures the health of the Australian screen industry by covering the production of local and foreign feature films, TV dramas, online programs plus PDV (post, digital and visual effects) activity. This report is essential for monitoring activity and trends in the Australian screen sector and informing future policy decisions.

## Applicant information

Production title:

Applicant's name:

Applicant's title:

(for example: producer, production manager.)

Production company:

Postal address:

Suburb:

State:

Postcode:

Country:

Phone:

Email:

## 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?

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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?

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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).

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

## Bona fide unofficial co-production series and serials: not subsidised by government

Which of the following criteria are met? (select one)

50 per cent of the budget is foreign investment, and the budget exceeds \$0.5 million per television hour

70 per cent of the budget is foreign investment

If you ticked '50 per cent of the budget is foreign investment, and the budget exceeds \$0.5 million per television hour' in these circumstances the employment of up to one third of the regular leads, or one guest lead in up to one third of the episodes may be foreign actors.

If you ticked '70 per cent of the budget is foreign investment', in these circumstances the employment of up to one third of the regular leads, and one guest in a maximum of one third of the episodes may be foreign actors.

The Office for the Arts may ask for further documentation if required.

## Budget and sources of finance

Please ensure that any/all government subsidy is clearly identified. Please attach additional pages if necessary. All amounts to be in Australian dollars.

### Budget table

Foreign investment (as defined in the guidelines)

Source of finance (eg Paramount Pictures)	Type of finance (eg equity investment, distribution guarantee)	Nationality of finance / territory against which funds are being recouped	Amount (in Australian dollars)
A: Total foreign investment			\$AUS

**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>			<b>\$AUS</b>

**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>			<b>\$AUS</b>

**Total budget**

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

**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			
Leading			
Leading			
Leading			
Supporting			
Supporting			
Supporting			
Supporting			
Supporting			
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? (e.g. a signed deal memo or executed contract).

Yes  
 No

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

## 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

## 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:

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)