

Creative Economy and the arts / office for the arts / creative industries / screen industry

# Foreign actor certification scheme—application form

## Forward applications to

Foreign Actor Certification Scheme  
Screen Industry 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 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 genresof 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 6271 1705.

### 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 Office for the Arts would deal with the complaint, is available in the Office for the Arts ’s privacy policy at [www.arts.gov.au/privacy-policy](http://www.arts.gov.au/privacy-policy). The Office for the Arts 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

|  |  |
| --- | --- |
| 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*](#_Bona_fide_unofficial) *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](#_Budget_and_sources)’ section.

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

Note: Other genresof 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 |
| Why are foreign actors needed for the production? |  |
| Was a casting exercise undertaken for the roles applied for in this application?  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). | Yes  No |
| 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 |
| Is the production fully funded offshore? | Yes  No |

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

Please go to the ‘[Budget and sources of finance](#_Budget_and_sources)’ 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: Total government investment** |  |  | $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) |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **C: Total other finance** |  |  | $AUS |

Total budget

| Add A + B + C | Amount  (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 |  |  |  |
| 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).  *Note: Application will be processed only when all documentation is received.* | Yes  No |

## 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 receive: (date/s) |  |