www.oklahomafilm.org
800.766.FILM

Oklahoma Film Enhancement Rebate Program

Final Application – Form I

Rev. July 8, 2009

When to submit:

Within ninety (90) calendar days after the payment of all Oklahoma expenditures.

Where to submit:

The Oklahoma Film & Music Office
120 N. Robinson Avenue
Suite 600
Oklahoma City, OK 73102
(405) 230-8440
www.oklahomafilm.org

Required Documentation:

- Final Rebate Application (Form I)
- Final budget and signed statement of budget (Form D)
- Amount of wages and qualifying expenditures
- Final payroll report provided directly to OF&MO from production payroll company
- Final cast and crew lists
- Daily production reports for all Oklahoma filming days
- Completed Summary of Local Expenditures (Form F)
- Final accounting ledger (all supporting documentation and receipts must be kept by the production company of record for a period of three (3) years)
- The production company has filed or will file any Oklahoma tax return or tax document which may be required by law
- Final production shooting schedule
- Results of Third Party Audit conducted by an accounting firm that has been mutually agreed upon in advance. Third Party Audit will be at the expense of the

production. This is deemed a qualifying expenditure if certified Oklahoma accounting firm is used

- Certification of Information, signed by producers and notarized before submission, stating among other things, that all information provided to the Oklahoma Film & Music Office for the purposes of qualifying for the Oklahoma Film Enhancement Rebate program are true and correct and that there are no unpaid salaries, invoices, reimbursements for damages or liens against the production entity in the State of Oklahoma. No rebate money will be released until this notarized documentation is on file with the Oklahoma Film & Music Office (Form G
- End Credit Requirement as described in Rebate Guidelines

Failure to provide the final information according to the timeframe provided above may result in a loss of the credit. Within 30 days of all requirements being met, the Oklahoma Film & Music Office will issue a letter to Oklahoma Tax Commission, requesting rebate payment, copying production company contact.

Required Forms After Completion of Filming:

Form D - Statement of Budget
Form E - Expatriate Program Registration (if planning to utilize)
Form F - Summary of Local Expenditures
Form G – Certification of Information
Form H - Confirmation of End Credit Inclusion
Form I - Final Rebate Application

OKLAHOMA FILM & MUSIC OFFICE

Form I - Final Rebate Application
Oklahoma Film Enhancement Rebate Program

☐ **I certify that I understand the Point-of-Purchase (POP) Sales Tax Exemption cannot be used in conjunction with the Oklahoma Film Enhancement Rebate Program. Further, I certify that the project for which this Eligibility Application is being submitted has not already applied for the Oklahoma Point-of-Purchase Sales Tax Exemption.**

If the production for which this Eligibility Application has applied for the Oklahoma Point-of-Purchase Sales Tax Exemption (POP Exemption) prior to applying for this program, notify the Director of the Oklahoma Film & Music Office immediately so the application can be revoked, and any POP Exemption can be withdrawn. Any taxes that had previously been exempted under the POP Exemption must be reimbursed before any rebate application can be approved. Failure to notify the Director of the Oklahoma Film & Music Office of a POP Exemption or Application for Exemption will result in this application being denied.

Production Company Information		
Name of Production Company (Applicant)		2. **Federal Tax Identification Number**
Address (Street/P.O. Box)	**City, State, Zip Code**	
Phone Number 1. O F C	**Phone Number 2.** O F C	**E-mail Address**
Applicant Type ☐ Individual ☐ Partnership ☐ Corporation ☐ Other **FEI**		
Name of Owner (Last, First, Middle Initial)	**Phone Number 1.** O F C	**Phone Number 2.** O F C
Address of Owner (Street/P.O. Box, City, State, Zip Code)		**E-mail Address**
Name of Owner (Last, First, Middle Initial)	**Phone Number 1.** O F C	**Phone Number 2.** O F C

Address of Owner (Street/P.O. Box, City, State, Zip Code)	**E-mail Address**

Production Information

Production Type:

- ☐ Feature Film
- ☐ Documentary Feature
- ☐ Television Pilot
- ☐ Television Series
- ☐ Television Film
- ☐ National Commercial
- ☐ Television Mini Series
- ☐ Music Video
- ☐ Short Film
- ☐ Documentary Short
- ☐ Industrial/ Training Video

Format

Official Contact Information		
Producer	**Phone Number 1.** O F C	**Phone Number 2.** O F C
Title		**Phone Number 3.** O F C
Address (Street/P.O. Box, City, State, Zip Code)		**E-mail Address**

Reimbursement Contact		
Name		
Phone Number 1. O F C	**Phone Number 2. O F C**	**E-mail Address**
Address		

Production Supervisor		
Name		
Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Unit Production Manager		
Name		
Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Production Accountant		
Name		
Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Production Coordinator		
Name		
Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Post Production Supervisor		
Name		
Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Legal Counsel for Producer		
Name		
Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Legal Counsel for Financiers
Name

Phone Number 1. O F C	Phone Number 2. O F C	E-mail Address

Estimated Below the Line Positions Filled by Oklahomans

Project item	Cost	Project Item	Cost
Above the Line Salaries		Catering/Craft Service	
Below the Line Salaries		Living Expenses	
Lodging Expenses		Production Design (set construction, props, set dressing, rentals/purchases)	
Location Fees		Studio/Stage rental/expenses	
Post Production		Travel/per diem expenses	
Equipment Rental/ Purchase		Transportation	
Office Rentals/Purchases		Oklahoma Music	
Contracted Services (Casting, Security, etc.)			
Other Project item	**Cost**	**Other Project Item**	**Cost**
		14. Total Oklahoma production expenditures	
		15. Total project budget	
		16. Incentive percentage applied for 35% or 37%	
		17. Incentive amount requested	

First Day of Principal Photography	
Last Day of Principal Photography	
Total Number of Shoot Days	
Total Number of Shoot Days in Oklahoma	

Certifying Signature

I hereby affirm that I am authorized to sign on behalf of the applicant production company described above, and further affirm that any items for which the applicant is seeking a rebate are intended for us exclusively as an integral part of the preproduction, production or post production filming activities engaged in the State of Oklahoma.

_____

Authorized Representative's Printed Name **Title**

_____

Authorized Representative's Signature **Date**

THE APPLICATION AND REIMBURSEMENT PACKAGE IS NOT COMPLETE UNTIL IT HAS BEEN SIGNED AND SUBMITTED TO THE OFFICE OF THE OKLAHOMA FILM & MUSIC OFFICE WITH THE SUPPORTING DOCUMENTATION.

Oklahoma Film & Music Office
Jill Simpson, Director
120 N. Robinson, Suite 600
Oklahoma City, OK 73102
800/ 766-3456 Toll Free
405/ 230-8440 In-state