For Film Office Use Only:
PTC No._____
Date Rec'd:_____

FilmHawaii

HAWAII FILM OFFICE | State of Hawaii, Department of Business, Economic Development and Tourism| 250 South Hotel St., 5th Floor | Honolulu, HI 96813
Mailing Address: P.O. Box 2359 | Honolulu, HI 96804 | Phone (808) 586-2570 | Fax (808) 586-2572 | incentives@hawaiifilmoffice.com

PRODUCTION REGISTRATION FORM

20-25% Motion Picture, Digital Media, and Film Production Income Tax Credit

Submit online to incentives@hawaiifilmoffice.com *and* by mail at least one week prior to first Hawaii shoot date

CONFIDENTIALITY: This application and other records related to this application may be subject to public disclosure under Hawaii's Uniform Information Practices Act ("UIPA"), Chapter 92F, Hawaii Revised Statutes, which governs public access to the records of government agencies in Hawaii. The UIPA provides certain exceptions to public disclosure. One exception allows government agencies to protect information that constitutes confidential commercial and financial information that, if disclosed, would likely cause you substantial competitive harm. See Haw. Rev. Stat. § 92F-13(3). The Hawaii Film Office may disclose budget and expenditure information submitted (under Section 8 below) in an anonymous form. To request that other information submitted be protected under this exception, **fill out Section 12 below specifically identifying the information to be withheld** from public disclosure and explaining how its disclosure would likely cause you substantial competitive harm. The Hawaii Film Office reserves the right to determine whether information submitted by you will be withheld from disclosure. You will be notified of any requests made for the disclosure of your information and whether the information will be disclosed in accordance with the UIPA.

1. Production Information:

Title of Production: _____

Producer(s): _____

Director: _____

Key Cast: _____

2. Filing Entity:

Company: _____

Address: _____ City/ST/Zip: _____

Primary Contact: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Type of Entity _____ Fed ID # _____ State incorporated/registered _____

3. Type of Production:

- ◯ Feature Film: ☐ Narrative ☐ Documentary ☐ Experimental ☐ Student
- ◯ Short Film: ☐ Narrative ☐ Documentary ☐ Experimental ☐ Student
- ◯ Television Movie
- ◯ Commercial (includes a series of advertising messages filmed within 6 consecutive weeks in Hawaii for TV broadcast or theatrical distribution)
- ◯ Music Video
- ◯ Interactive Game
- ◯ Television Series: Pilot
- ◯ Television Series: Single Season (up to 22 episodes of series filmed regularly in Hawaii; separate registration needed for episodes over 22)
- ◯ Television Series: Single Episode (not part of a TV series regularly filmed or based in Hawaii)
- ◯ Television Special
- ◯ National Magazine Show
- ◯ National Talk Show
- ◯ Production with Internet-only distibution *Specify type:* _____

4. Local Production Office Information:

Company: _____ Local Address: _____

Contact: _____ Title: _____ Cell: _____

Main Phone: _____ Fax: _____ Email: _____

Website of Production (if applicable): http:// _____

>> The Hawaii Film Office may publish the following local production office information on its site, hawaiifilmoffice.com:
(check all that apply) ☐ Address ☐ Main Phone ☐ Fax ☐ Email ☐ Website

PTC No:_____

5. Synopsis of Production:

>> The Hawaii Film Office reserves the right to request a copy of the script.

6. Target Release Date and Distribution Plan:

7. Target Hawaii Production Dates:

Pre-Production: _____ # of Days: _____

Shoot: _____ # of Days: _____ % Shot in Hawaii: _____

Wrap: _____ # of Days: _____

Post: _____ # of Days: _____ % of Post Done in Hawaii: _____

8. Estimated Budget:

Total Budget: $ _____ Hawaii Budget: $ _____ HI % of Total: _____

>> The Hawaii budget is the aggregate total amount of "qualified production costs" you plan to claim. See **Appendix A** of instructions for the definition of "qualified production costs." **Attach a detailed preliminary Hawaii budget.**

Oahu Budget: $ _____ Neighbor Island Budget(s): Big Island: $ _____ Maui: $ _____

Kauai: $ _____ Molokai: $ _____

Filing Entity Reporting Period:
FY Ending (Month/Day/Year) _____

Lanai: $ _____ Other: $ _____

Specify Other Loc: _____

>> Will <u>any</u> production costs be financed by investments for which an investment tax credit under Hawaii Revised Statutes §235-110.9 ("Act 221 credits") was or will be claimed? ◯ Yes ◯ No ◯ Maybe/Don't Know

If "yes" or "maybe/don't know," fill out Section 8a to the extent of your knowledge. If "no," skip to Section 9.

8a. Act 221 Budget:

a. Name of entity or entities, including any special purpose entities, that will pay for production costs with Act 221-raised funds: _____

b. Total amount of Act 221-raised funds that will be spent by the production: $ _____

c. Production costs to be paid with Act 221-raised funds: (Attach detailed budget listing production costs to be paid with Act-221 raised funds, broken down by entity to expend said funds)

PTC No:_____

9. Target Hiring Plan:

TOTAL (resident + non-resident) hires in Hawaii: _____

Hawaii Resident vs. Non-Resident Hires by Category:

	HI Res	Non-Res		HI Res	Non-Res
Total:	_____	_____	Other: _____	_____	_____
Above-the-line (directors, producers, writers, principal cast):	_____	_____	Other: _____	_____	_____
Talent (excl. principal cast; incl. supporting cast, extras):	_____	_____	Other: _____	_____	_____
Department heads and keys:	_____	_____	Other: _____	_____	_____
Below-the-line crew (excluding dept. heads and keys):	_____	_____	Other: _____	_____	_____

Describe the efforts you will undertake to hire Hawaii residents:

Union Signatory? (check all that apply)

☐ IATSE ☐ SAG ☐ Teamsters ☐ IBEW ☐ DGA ☐ AFM ☐ Other (Specify) _____

10. Mandatory Workforce Development Contribution:

Which type(s) of contribution do you plan to make while in Hawaii? (see **Appendix B** of instructions for details)

☐ Financial contribution to public /charter school ☐ Educational program with public/charter school ☐ Seminar/Workshop

☐ In-kind donation to public/charter school ☐ Educational program with local labor union chapter ☐ Not Sure

☐ Other (describe):

11. Additional Requirements for Claiming the Credit:

(*Please initial each item to acknowledge and agree to fulfill requirement*)

During production, the production agrees to:

_____ Make reasonable efforts to hire local Hawaii talent and crew. Below is a list of local film union chapters:

1. Screen Actors Guild (SAG): (808) 596-0388
2. International Alliance of Theatrical Stage Employees (IATSE) Local 665: (808) 596-0227
3. Hawaii Teamsters and Allied Workers Local 996: (808) 847-6633
4. International Brotherhood of Electrical Workers (IBEW) Local 1260: (808) 941-9445
5. Musicians' Association of Hawaii Local 677: (808) 596-2121

_____ Make a financial or in-kind contribution toward educational or workforce development efforts, in partnership with related local industry labor organizations, educational institutions, or both, toward the furtherance of the local film and television and digital media industries (See **Appendix B** of instructions)

After production, the production agrees to:

_____ Submit "Hawaii Production Report" and required attachments

_____ Not claim as a "qualified production cost" any cost that has been financed by investments for which an investment tax credit under Hawaii Revised Statutes §235-110.9 ("Act 221 credits") was or will be claimed.

_____ Provide an end credit or the like to the State of Hawaii, where applicable (See **Appendix C** of instructions)

_____ Provide DVD copy of production and electronic press kit (if one exists) to Hawaii Film Office

PTC No:_____

12. Confidentiality Request:

Please specify the sections or information, if any, that you would like exempted from disclosure. Explain in detail how the information constitutes confidential commercial and financial information that, if disclosed, would likely cause you substantial competitive harm. Attach additional sheets if necessary.

13. Signature:

By signing below, I hereby confirm that I am authorized to sign on behalf of the applicant production company described above, and further confirm that all information provided on this form is true and correct to the best of my knowledge. Furthermore, by initialing the requirements listed in Section 11 above, I understand that I must fulfill these requirements in order to be eligible to claim the 20-25% Motion Picture, Digital Media, and Film Production Income Tax Credit under Hawaii Revised Statutes §235-17.

_____ _____

Signature Date

Name: _____ Phone: _____

Title: _____ Email: _____

Submit Data by Email Clear Form

Instructions:

1. Click yellow "Submit Data by Email" button, and your default email browser should automatically pop up and attach an XML file to an email addressed to incentives@hawaiifilmoffice.com--simply click "send" if this happens. If your browser does not pop up, you should be provided instructions on how to save the XML file to your computer, then attach it in an email to incentives@hawaiifilmoffice.com. Note that this does not save the filled-out form itself, only the raw data.

2. Print two copies of your completed form, keeping a copy for yourself. (Note: If you are using Acrobat Reader to fill out this form, your form data *will not save*, so you *must* print hard copies).

3. Attach a detailed preliminary Hawaii budget, and if applicable, a detailed budget listing production costs paid with Act 221-raised funds. Submit with a completed, signed registration form **at least one week prior to first Hawaii shoot date** to: Hawaii Film Office, P.O. Box 2359, Honolulu, HI 96804, Attn: Production Registration Form.

4. The Hawaii Film Office will review your registration form and follow up with any further questions. If, based on the information you provided, your production is eligible for the credit, the Film Office will issue you an Act 88/89 pre-qualification acknowledgment. Please note that the Department of Taxation is the ultimate arbiter of tax credit disbursements, and your credit eligibility is ultimately subject to the Department's review and, in some cases, audit.

Questions? Call the Hawaii Film Office at (808) 586-2570 email: incentives@hawaiifilmoffice.com