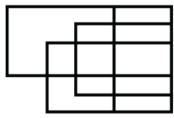


## Completion Funding Checklist

1	Clear and detailed production budget and finance plan to date.	
2	Completion Budget and updated finance plan (to include financing of the completion of the film and elements to be covered by Screen Ireland Completion Funding).	
3	All executed agreements with any other person or company providing funding or facilities in relation to the project, indicating any recoupment positions already agreed (including a copy of the collection agreement if one is already in place). Screen Ireland Completion Funding must recoup in first position.	
4	Clear Chain of Title (executed agreements evidencing of ownership, by applicant, of sufficient rights in the screenplay, executed director and producer agreements with the applicant production company).	
5	Actors / Contributors release forms or long-form agreements where applicable.	
6	Location release forms.	
7	Evidence that full clearances (worldwide and in perpetuity across all media) are available for all music and archive materials utilised.	
8	Evidence that the costs of obtaining E&O insurance and a legal review are provided for in the Completion budget.	
9	Schedule of sufficient production insurances to cover all production activity to date.	
10	Quotes for all post-production work required (to include delivery to a DCP).	



11	Certificate of Incorporation and company constitution.	
12	Up to date tax clearance details for the applicant production company.	
13	Proposal for potential festival and theatrical release strategy reflecting market interest in the project to date.	
14	Detailed outline of the work completed to date and the work that is yet to be completed.	

Please consult the Screen Ireland website for full details of Screen Ireland's Completion Funding scheme.

The items detailed above are strictly required for all projects in order to be eligible to make a submission to Screen Ireland for Completion Funding – however, Screen Ireland reserve the right to request additional documentation where necessary. The scheme is open to feature length live action, animated and documentary films only.