



# Edmonton Screen Location Rebate Program Application Form

Please reference the guidelines and complete all applicable portions of the form. For any information yet to be determined, please provide an estimate, or estimated range. Submit the completed form along with the required attachments to [locations@edmontonscreen.com](mailto:locations@edmontonscreen.com).

## Applicant Information

Company Name

Street Address

City/Town

Prov/State

Country

Postal/Zip Code

Website

Social Media

Main Contact (include title)

Email Address

Phone Number

Link to CV and/or IMDB

## Project Details

• Project Name

• Estimated production timeframe (prep, shoot, wrap)

• Genre/Format:

• # of filming days in Edmonton Metro Region:

• Total # of filming days:

• Crew size:

• Will the project engage post-production services in the Edmonton Metro region:

Yes  No

• Will the project engage key creative positions in the Edmonton Metro region:

Yes  No

(Key Creative Positions: Director, Screenwriter, Lead Performers (live action)/Lead Voices (animation), Director of Photography, Production Designer (live action)/ Design Supervisor (animation), Key Animation, Music Composer and Picture Editor)

If YES, please list:

• Estimated # of non-key Edmonton Metro crew to be engaged:



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## Rebate Request Information

- List anticipated locations/municipal services, number of days at/for each and fees for site rentals, support areas and/or studios situated within the Edmonton Metro region, and/or permits, fire and/or police service fees.

Location/Municipal Services	Number of Days	Fees

- Describe the impact that the ESIO's contribution would have on the advancement of this project.

- Describe the economic impact of this project to the Edmonton Metro region.

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## Rebate Request Information (Continued)

- If the full amount of the request is not awarded will it still be possible for the applicant to proceed with the activity?

- Is the applicant considering other areas outside of the Edmonton Metro region for this project?  Yes  No  
If YES, please describe other areas:

- Provide a brief description of any vendors or partners in the activity.

- Name and email address of vendors or partners.

- The ESIO believes owners, employees and stories that reflect the diversity of our region are important to our growth and development. Please share information on diversity and inclusion within your organization, if applicable and willing to self-identify.



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## Budget Information

- Total Estimated Production Budget:

\$

- Total Amount Requested from ESIO:

\$

- Total Estimated Edmonton Metro Budget:

\$

- Has the applicant previously recieved funding from the ESIO?

Yes  No

## Attachments and Submission

Please attach the following documents to your application:

- CV of the applicant (maximum of 2 pages).
- Project script.

Email your completed application to [locations@edmontonscreen.com](mailto:locations@edmontonscreen.com)

## Signature

I, the Undersigned, confirm that I am not acting in my personal capacity and that I am duly authorized to act on behalf of the and as agent for the Applicant Corporation in this Application. I further confirm that I have made or caused to be made such examinations or investigations as are necessary to complete the Application. I confirm that I have read the Edmonton Screen Industries Location Rebate Program Guidelines and I certify that, to the best of my knowledge, the information provided in this Application for funding are true, accurate and complete. I agree to abide by the funding process and to accept final funding decisions of the ESIO. I confirm and understand that the Terms contain certain legal conditions and waiver of rights. I have been provided with sufficient opportunity to seek and receive advice from legal counsel related to the Terms.

My signature below confirms that I have read, agree to, and confirm the Terms, as referenced below.

Yes  No

Would you like to receive our email newsletter and other program updates?

Yes  No

How did you hear about this program?

Signature

Today's Date

	Day	Month	Year

CLICK ON THE SIGNATURE FIELD TO DIGITALLY SIGN DOCUMENT.



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## Edmonton Metro Region Defined

Located in Northern Alberta, the ESIO's footprint is the Edmonton Metropolitan Region, which encompasses and is defined by: The Cities of Edmonton, Fort Saskatchewan, Leduc, Spruce Grove, and St. Albert, the Towns of Beaumont, Stony Plain, Devon, Morinville, the Hamlet of Sherwood Park and Leduc County, Parkland County, Sturgeon County, and Strathcona County. For the purposes of this document, the word "Edmonton" shall mean the Edmonton Metropolitan Region.

## Disclaimer

All Submitted Materials will be subject to the ESIO's Privacy Policy.

The applicant understands and agrees that ESIO has the right and authority to provide the Submitted Materials to other parties, agencies and employees to complete review and assessments of the Submitted Materials as part of the application process.

Any feedback given by way of correspondence, report or electronic mail communication or otherwise is intended to assist applicants to advance their projects and is not prescriptive.

The ESIO has complete discretion in the interpretation of these guidelines including, without limitation, determination of eligibility and funding decisions.

Program guidelines are subject to change and prospective applicants are responsible for reviewing the most recent guidelines to ensure their applications comply. Guidelines posted online at the time of submission of an application will be the applicable guidelines for that application.

Any concerns regarding eligibility, application assessment or client service can be submitted in writing to Finance Director, Jen Marr at [finance@edmontonscreen.com](mailto:finance@edmontonscreen.com).

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## Troubleshooting Issues with this PDF Form

If you are experiencing any issues with this form, check that you are using the latest version of Adobe Acrobat Reader or Pro DC.

### Updating Adobe Acrobat

Adobe recommends that users update to the latest version to take advantage of security and stability improvements. For more information about updating Adobe Acrobat, visit the **Adobe help page**.

Updates can be installed as described below.

#### Updating automatically from the product

To install Adobe Reader and Acrobat updates from Adobe Updater, do the following:

1. Launch Adobe Reader or Acrobat.
2. Choose **Help > Check for Updates**.
3. Follow the steps in the Updater window to download and install the latest updates.

#### Updating Adobe Reader on the web

1. Open Reader and choose **Help > About Adobe Reader**. Note your product version.
2. Go to the Adobe Reader **Downloads** page. The web page automatically detects your OS and Reader version.
3. If the web page indicates that a newer version is available, choose **Install Now**.
4. Click the downloaded file and follow the instructions.

### Digital signature field not working

- This can happen on a Windows machine when the Adobe Reader has a glitch or needs to be updated. To fix this, you need to repair Adobe Reader from **help>repair installation**, reboot the computer and try signing the PDF again.
- If this does not fix your problem, you may have to re-install your software. If you are running the free Adobe Reader, just uninstall, download a fresh installer and re-install. If you are running Acrobat, it gets a bit more involved if you don't have access to your installer: You can lookup and re-download your version of Acrobat via the "My Orders" page on Adobe's website: <https://www.adobe.com/account/account-orders.html> You can also lookup your serial number on the "My Products" page: <https://www.adobe.com/account/my-products-services.html#MyProductsHeader>

And, if the download via "My Orders" does not work, you can find the installer here:

<http://helpx.adobe.com/acrobat/kb/acrobat-downloads.html>

You may even consider running Adobe's Cleaner application to make sure that nothing from your old installation remains on the system: <http://labs.adobe.com/downloads/acrobatcleaner.html>

### Saving problems

This form is a Reader Extended PDF form with permissions allowed to fill out and sign this document. If you are experiencing issues with saving the content input into this form, try the following:

- Update your Adobe software.
- Try a different browser. Some browsers (ie. Chrome, Firefox) have built in PDF viewers that can override certain PDF settings.
- Download the form onto your computer and open using Acrobat Reader or Pro DC.

### Text field capacity varies and responses are clipped mid-sentence

The text fields in this form are restricted to only allow content within the text frame. The content shouldn't scroll past the frame if your filling out this form in Acrobat. If you are viewing this form outside of Acrobat, some features/restrictions might be over-written and cause the form to operate incorrectly.

Using Preview to view and edit this form will result in some of the restrictions to be voided and errors can occur when placing text. Preview allows the fields to become scrollable when the user inputs more text than what is visible in the text frame.

We cannot guarantee all features of this form will work correctly if viewed or edited outside of Adobe Acrobat.

If you continue to have issues, please contact [locations@edmontonscreen.com](mailto:locations@edmontonscreen.com).