



**Governor's Office
of Motion Picture
& Television
Development**

New York State Commercial Production Credit Application for Calendar Year 2020

FORM A

Production Company:

Date Submitted:

(Office Use Only)

Received by:

Date:

SECTION ONE: Applicant/Company Information**1-1 Applicant**

Name		EIN/SSN
Address		
Address		
City	State	Zip
Country		

1-2 Applicant's Primary Contact *(this is the person who signs this application: see instructions)*

Name		
Address		
City	State	Zip
Phone	Email	

1-3 Applicant's Secondary Contact

Name		
Address		
City	State	Zip
Phone	Email	

1-4 Primary Preparer of this application

Name		
Address		
City	State	Zip
Phone	Email	

SECTION TWO: Valid Business Purpose Test

NOTE: The Valid Business Purpose Test is ONLY for companies formed AFTER December 31, 2005. If your company was formed prior to this date, you may skip this section.

2-1 Enter the date of incorporation of your business

2-2 Is your business similar in operation and ownership to a business entity or entities taxable, or previously taxable in New York State? **YES**
 NO

2-3 If you answered **Yes** to Question 2-2 above, you must have been formed to achieve a meaningful change in the economic position of your business (apart from the tax effects) and not merely to gain Empire State commercial production credit benefits. A meaningful change in the economic position of your business would include an increase in market share of your business or the entry of your business into new markets.

Please attach a brief, notarized statement attesting to the valid business purpose of your formation.

SECTION THREE: Production Information

3-1 Indicate which of the component programs you are applying for:

Downstate program

Upstate program

a. Total number of Forms C for 2020 included in this application	
b. Total number of qualified commercials for 2020 included in this application	
c. Total number of deliverables for 2020 (other than commercials)	

See instructions for definitions of "qualified commercial" and "deliverables"

SECTION FOUR: Calculation of Qualified Production Costs

4-1 Form C: Qualified Costs

Referring to the Schedule of Qualified Expenditures (Form B), complete one **Form C: Part 1** for each commercial or package of commercials (i.e., two or more commercials and/or other deliverables bid and produced under a single agency/client contract) being submitted. For help, refer to the instructions for this application.

Please attach **both** Part 1 and Part 2 from each Form C completed. Part 2 does not need to be filled out; data is automatically generated when you fill out Part 1.

In addition, each Form C submitted must be accompanied by four supporting documents:

1. Contract -- Attach an agency or client contract for each commercial or package of commercials for which a Form C is submitted.

2. Job Cost Report -- Attach a Job Cost Report for each commercial or package of commercials in which the "Actuals to Date" column is equal to the total costs reported on Form C.

3. General Ledger -- Attach the portion of the General Ledger which details actual costs (with Qualified Costs clearly indicated) for the Job Cost Report submitted with Form C as above.

4. Daily Production Reports -- Attach production reports (including report-to location information for cast and crew) for every camera-roll day.

4-2 Form D: Annual Totals

Referring to **Line V: Total** on **Form C: Part 2**, complete **Form D: Annual Totals** for calendar year **2020**. Next, referring to **Form D: Annual Totals 2020**, fill in the table below:

2020 QUALIFIED COST TOTALS	Threshold	Eligible
ANNUAL DOWNSTATE QUALIFIED		
ANNUAL UPSTATE QUALIFIED		
2020 TOTAL QUALIFIED		

SECTION FIVE: New York State Employment

5-1 Form E: Employment Report

Attach one **Form E: Employment Report** for each commercial or package of commercials being applied for (one for each Form C). For help filling out Form E, see the instructions for this application.

5-2 Form F: Annual Employment Totals

Referring to the bottom row **Totals** on each Form E above, complete one **Form F: Annual Employment Totals** for calendar year 2020.

Next, referring to **Form F: Annual Employment Totals 2020**, fill in the table below:

2020 ANNUAL TOTALS	PROJECTS (total #)	Credit Eligible Hours	Credit Eligible Wages	Total Hours	Employer Paid Taxes	Employer Contribution to PH&W

SECTION SIX: Signature

The signature below must be provided by the corporate officer, partner, or sole proprietor, of the qualified commercial production company seeking the Commercial Production tax credit.

All other information requested by the application should be provided by the corporate officer, partner, or sole proprietor, of the qualified commercial production company seeking the Commercial Production tax credit.

Under penalties of perjury, I declare that I have examined the application and accompanying documents and, to the best of my knowledge and belief, they are true, correct and complete.

Signature:

Title: _____

Date: _____

SECTION SEVEN: FOIL Disclosure

The New York State Department of Economic Development is subject to the Freedom of Information Law (FOIL), which governs the process for the public disclosure of certain records maintained by the Department (See Public Officers Law, Sections 87 and 89).

Applicants which submit information to the Department may request that the Department except all or part of such information from public disclosure, pursuant to Section 87(2)(a)(d) of the Public Officers Law, on the grounds that the proposal contains trade secrets, proprietary information, or that the information, if disclosed, would cause substantial injury to the competitive position of the firm submitting the information. Such exception may extend to information contained in the request itself, if public disclosure would defeat the purpose for which the exception is sought. The request for such an exception must be in writing and should state the reasons for the requested exception. It must also specify the proposal or portions thereof for which the exception is requested.

The Department shall notify the applicant of any requests for confidential or proprietary materials and whether those materials are exempt from FOIL.

NEXT STEPS

Completed applications including all the Forms and Supporting Documents described herein must be submitted **electronically** on or before 5:30 p.m., **April 1, 2021**. Please submit the completed application to:

Empire State Development
filmcredits@esd.ny.gov

If this application is approved, the Department shall issue a certificate of tax credit(s) earned to the applicant. The Department shall also provide a copy of such certificate to the Department of Taxation and Finance. If the application is disapproved, the Department shall provide the applicant with a notice of disapproval which shall state the reasons therefore. Such disapproval shall be a rejection of the applicant's application.