

ANNEX

## RULES OF PROCEDURE

Application for benefits under this Agreement for any coproduction must be made simultaneously to both administrations at least thirty (30) days before shooting begins. The administration of the country of which the majority coproducer is a national shall communicate its proposal to the other administration within twenty (20) days of the submission of the complete documentation as described below. The administration of the country of which the minority coproducer is a national shall thereupon communicate its decision within twenty (20) days.

Documentation submitted in support of an application shall consist of the following items, drafted in English or French in the case of Canada and in French, German or Italian in the case of Switzerland.

- I. The final script.
- II. A document providing proof that the copyright for the coproduction has been legally acquired.
- III. A copy of the coproduction contract signed by the two coproducers.

The contract shall include:

1. the title of the coproduction;
2. the name of the author of the script, or that of the adaptor if it is drawn from a literary source;
3. the name of the director (a substitution clause permitted to provide for his replacement if necessary);