



CITY OF PITTSBURG
ECONOMIC DEVELOPMENT CORPORATION

Economic Development Incentive ENTERTAINMENT PRODUCTION APPLICATION

PRODUCTION COMPANY INFORMATION

NOTE: While it is understood that start dates may change, the applicant must be scheduled to begin principal and ongoing photography on the qualified film within 6 months after submitting this application. In addition, principal photography shall begin within 30 days of the start date on the application. Any changes must be submitted for approval to the Pittsburg Economic Development Corporation immediately or Certification could be revoked.

Application for year _____

Legal Name and Address of Applicant

Legal Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____ Title: _____

Email Address: _____

Phone: _____

Date of Incorporation or Formation: _____ Federal Tax ID Number: _____

Production Company (if different than applicant):

Legal Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____ Title: _____

Email Address: _____

Phone: _____

Date of Incorporation or Formation: _____ Federal Tax ID Number: _____

Parent Company, if applicable:

Legal Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____ Title: _____

Email Address: _____

Phone: _____

Date of Incorporation or Formation: _____ Federal Tax ID Number: _____

PROJECT DESCRIPTION

Title of Project: _____

Type of Production:

_____ Feature Film:

_____ Cable TV Series, number of episodes? _____ Season Number: _____

_____ Network TV Series, number of episodes? _____ Season Number: _____

Is this project fully funded? yes no

Is the production company applying for certification as a 'work for hire' for another production company? yes no

Did the production company applying for certification hire another production company as a 'work for hire?' ____ yes ____ no

Script Attached?: ____ yes ____ no

Please provide a description of this project: (story line): _____

Name of talent attached: _____

Where in Pittsburg are you planning to produce your project? (List locations): _____

PRODUCTION INFORMATION

The production will be asked to update this information once principal photography starts.

Estimated total number of Pittsburg residents to be hired on the Production:

_____ cast, crews, extras

Wrap date: _____

Number of proposed shooting days in Pittsburg: _____

Pre-Production Project Start Date: _____ No. of Pittsburg hires pre-production: _____ Days employed: _____

Production start date: _____ No of Pittsburg hire production: _____ Days employed: _____

Post production start date: _____ No. of Pittsburg hires during wrap: _____ Days employed: _____

NOTE: To qualify, 60% of the shooting days must be in the City of Pittsburg/Camp County.

Total budget of project: _____

Distribution plan: _____

If television and commercial projects, which network? _____

Theatrical distribution plan in place? _____

Producer: _____ Phone: _____

Producer: _____ Phone: _____

Producer: _____ Phone: _____

Director: _____ Phone: _____

Line Director:	Phone:
_____	_____
Unit Production:	Phone:
_____	_____
Location Manager:	Phone:
_____	_____

CREDITS AND PROMOTIONAL MATERIALS

To complete eligibility requirements, applicants will provide the following items:

- o Signed consent form from the City of Pittsburg Film Ordinance
- o Completed City of Pittsburg permit application for filming
- o Signed IRS form W-9 for the applicant/production company
- o All versions of the crew and contact lists, budget, shooting schedule, production reports and vendor list
- o Proof of funding
- o Any and all documents required by the auditing accounting firm
- o Five production still photos in electronic format with rights cleared for promotional use by PEDC.
- o An electronic press kit
- o One (1) poster of the type designed for promotion of the finished project
- o A DVD of the finished project

I agree (Print Name and Signature) _____
The above information will be provided by: _____
Name: _____ Title: _____
Company: _____
Company Address: _____
City/State/Zip: _____
Email Address: _____
Phone: _____

END CREDIT ROLL

The end credit roll of a full-length picture that utilizes the Pittsburg Economic Development Corporation rebate must recognize the PEDC and requires use of the PEDC/Film Pittsburg logo. The PEDC reserves the right to refuse use of its logo(s) in the credits of a motion picture filmed or produced in the City of Pittsburg.

Authorized Signature: _____ Date: _____

Contact Information for Post

Legal Name: _____
Address: _____
City/State/Zip: _____
Contact Person: _____ Title: _____
Email Address: _____
Phone: _____

GUIDLINES

Project Type	Threshold Requirements	Rebate	Cap per Project
Feature Films	<ul style="list-style-type: none"> • Minimum budget of \$250,000 • Minimum spend of \$20,000 in City of Pittsburg • 60% of shooting days in Pittsburg/Camp County • One individual/company can qualify per year • Pre-completed/approved City of Pittsburg filming permit • Display the PEDC logo in end credits • Use of one Pittsburg landmark off the landmark list • Must create 5 jobs for Pittsburg residents 	10% rebate on qualified spend	\$20,000
TV Series/ Commercials	<ul style="list-style-type: none"> • Minimum budget of \$25,000 • Minimum spend of \$5,000 in City of Pittsburg • 100% shooting days in Pittsburg/Camp County • One individual/company can qualify per year • Pre-completed/approved City of Pittsburg filming permit • Display the PEDC logo in end credits • Use of one Pittsburg landmark off the landmark list • Must create 5 jobs for Pittsburg residents. 	10% rebate on qualified spend	\$20,000

PEDC Incentive Caps and Estimated Costs

Up to \$20,000 will be made available for the incentive fund on an annual basis beginning October 1 and expiring September 30. The fund will be reviewed on an annual basis by the PEDC Board and will be part of PEDC’s annual budget process. The fund is available based on a first come, first serve basis and a review/approval of the production project by senior PEDC staff. The incentive is available upon completion of the production and an independent audit.

Other Guidelines

- Any monies not used in a calendar year cannot be rolled over into the next year.
- The expense of hiring a qualified 3rd party firm to manage verifications and accounting of this incentive program is included in the totals allocated each year and not in addition to it.

Areas of production which qualify for local spending

Site rentals	Labor	Rentals	Purchases
Hotels	Gas and Oil	Catering	Craft service
Gratuities	Animals	Security, police	Healthcare professionals
Any crew that is hired locally and is paid, not volunteer			

CERTIFICATION BY APPLICANT

I/we have read and understand the Pittsburg Production Incentive Guidelines ____ yes

- Production must be scheduled to begin principal photography within 6 months of application.
- Production must meet with the Community Development Office and spend a minimum of one day of scouting before applying.
- Only one production company per project may receive certification for the rebate. In the instance of a work-for-hire, the work-for-hire company will not be eligible for the rebate.
- Project budget, including percentage of budget to be spent locally (in the City of Pittsburg) must be submitted along with this application for the application to be considered complete.

Applicant is responsible for accuracy of all date and documentation included in this application. Initial applications are submitted to the Community Development Office. Once submitted, applications become the property of the Pittsburg Economic Development Corporation. It is the applicant’s responsibility to inform PEDC in the event there are changes to any information on the application. Amendments must be sent via email to the CDC Office.

Upon written request, applicant’s shall issue any necessary authorization to the appropriate Federal, State or local authority for the release of information concerning a production being considered under these administrative rules, including but not limited to financial reports and records relating to the applicant or to the production for which this rebate is requested.

By signing below, the applicant certifies that all the information contained herein and exhibits attached hereto are true to the best of their knowledge and are submitted for the purpose of obtaining rebate through the Pittsburg Economic Development Corporation.

Applicant Signature: _____ Date: _____
Title: _____ Phone: _____

Submit Applications to:
City of Pittsburg
c/o PEDC
200 Rusk Street
Pittsburg, TX 75686

Contact:
Niecy Baum
Community Development Coordinator
903.856.3621
nbaum@pittsburgtx.net