



**DOMINICA FILM COMMISSION**

1st Floor, Financial Center, P. O. Box 293

Roseau, Dominica

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E-Mail: [filmdominica@dominica.dm](mailto:filmdominica@dominica.dm) Web site: [www.DiscoverDominica.com](http://www.DiscoverDominica.com)

**FILM PERMIT APPLICATION**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact person(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

Production Type:  Feature Film  Television Commercial  Television Production  
 Documentary  Television Series  Concerts/Festivals/Special Events

Still shoot for:  Catalogue  Print Ad  Magazine  Other

Title: \_\_\_\_\_ Production dates: \_\_\_\_\_

Proposed Arrival and Departure Dates: \_\_\_\_\_

Proposed production locations: \_\_\_\_\_

Budgeted expenditure in Dominica: \_\_\_\_\_ Total production budget: \_\_\_\_\_

Temporary Importation of Equipment: Method  Excess Baggage  Cargo  Ship

**A COMPLETE LIST OF EQUIPMENT WITH THE VALUE AND SERIAL #S MUST BE PROVIDED WITH THIS APPLICATION AND SUBMITTED ATLEAST SEVEN (7) WORKING DAYS PRIOR TO ARRIVAL.**

Insurance:  Personnel  Equipment. **PLEASE SUBMIT COPY OF LOCAL/FOREIGN INSURANCE POLICIES**

**CONDITIONS**

The Film Permit is granted under the following terms and conditions:

- i. Whenever feasible, and having due regard to the extent to which prices are competitive, the film company shall use equipment, facilities and services available in Dominica;
- ii. The film company shall utilize the services of Dominican personnel wherever possible.
- iii. Script content is not detrimental to either the image of the Dominica or its people;
- iv. The Film Commission is provided with still photographs, rough footage and a copy of the finished product;
- v. Credit must be given to the Dominica Film Commission as a facilitator
- vi. Dominica must feature in the film credits
- vii. Whenever feasible, Dominica must be mentioned in the promotion of the production
- viii. The Dominica Film Commission must be informed of the dates at which the production is to be broadcast or published

**\*Note:**

The Film Commission will facilitate applications for the waiver of all required licenses and permits including **WORK PERMITS**. All non-nationals are required to get **Work Permits**. Application for waivers must be submitted at least fifteen [15] days before arrival.

For Work Permit Waivers, a list of personnel including name, position, nationality, country of residence, date of birth, passport number, and country of issue should be submitted.

The Dominica Film Commission **MUST** be aware of the date and port of entry for all crew and equipment arriving on the island. **You may be required to retain the services of a Customs Broker (at your own cost) for clearance of equipment and goods through Customs on arrival.**

The following documents **MUST** accompany your film permit application:

- a. Detailed equipment list with information on quantity, description, serial number, value of each line item and total value of all equipment.
- b. The following passport information is required for all travelling crew members and/or scanned copies of the bio data page of the passport: name, nationality, date of birth, passport number, date of issue and expiry date
- c. Travel itinerary must be provided a minimum of TWO weeks prior to arrival.

I/We hereby agree and bind myself/ourselves, to indemnify fully and save harmless, the Government of Dominica, the Dominica Film Commission and their officers, agents, officials, and employees from any or all actions, claims, demands, damages, loss or expense whatsoever arising from or incidental to the issuing of this permit or the use of any location. The applicant agrees to abide by the conditions specified in this application.

SIGNATURE OF APPLICANT: \_\_\_\_\_ TITLE: \_\_\_\_\_

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

**Film permit costs US\$200  
(Does not include wire transfer fees)**