



# **CONSULATE GENERAL OF INDIA SAN FRANCISCO**

## **APPLICATION FOR FILMING DOCUMENTARIES IN INDIA**

### **ANNEXURE-I**

**1. Details of Applicant:**

a. Name of film/organization:

b. Address:

c. Telephone and Fax No.:

**2. Details of Representatives in India, if any:**

a. Name and Address:

b. Telephone and Fax No.:

**3. Brief description of any documentaries made earlier by the applicant:**

**4. (a) Whether the applicant had made any documentary films in India:**

(b) If so, details thereof:

**5. Whether applicant was refused permission for any film/documentary in India proposed to be made in India in the past:**

**6. Schedules for Filming:**

- a. Whether any recess trip intended:
  
- b. If so, itinerary thereof:
  
- c. Itinerary for filming, location-wise:

**7. Checklist:**

**Whether the following documents attached with this application:**

- (a) Undertaking in prescribed form  YES  NO
- (b) Script/Synopsis (8 copies)  YES  NO
- (c) Details of locations where the documentary is proposed to be filmed  
 YES  NO
- (d) Details of Team member with their passport and other particulate  
 YES  NO
- (e) List of cinematic equipment to be temporarily imported into India  
 YES  NO

**Place:**

**Date:**

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**Signature of Applicant**

# ANNEXURE-II

## UNDERTAKING

With reference to my / our application to make a documentary film in India, I / we hereby undertake to abide by the regulations of the Government of India governing the making of such films.

2. I / We agree to the attachment of a liaison officer during the entire duration of filming in India and also agree to abide by his advice regarding the filming of any particular scene if the Ministry of External Affairs, Government of India or state government/local administration, finds it essential to appoint such a Liaison Officer. In the event of a Liaison Officer being appointed, I / we agree to meet the expenses for the travel and stay of the liaison officer concerned. It is understood that failure to abide by the liaison officer's advice regarding shooting of any particular scene may result in the immediate stoppage of any further filming and confiscation of the exposed film.

3. I / We agree that where archaeological monuments are concerned we would furnish the application in required proforma with script / synopsis of the objective and content of the film and further that the decision of the Archaeological Survey of India on the filming of such monuments will be final. I / We further agree that the team will follow the advice of the appropriate office of the Archaeological Survey of India office nearby or those on the spot, where so empowered by the appropriate officer.

4. I / We also undertake to show the film to a representative of the Government of India at least two weeks before final telecasting / screening also furnishing in advance a full translation in English of the commentary, and further agree to abide by such advice as may be given by the representative with regards to alteration in or excision of such parts of the film and the commentary as may affect a balanced and accurate presentation of the theme of the film.

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(Signature of Producer)

Place:

Date:

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(Signature of Leader of the Team)

## ANNEXURE-III

### GUIDELINES/PROCEDURE REGARDING SHOOTING OF DOCUMENTARIES IN INDIA BY FOREIGNERS

#### **1. Foreign teams are allowed to shoot documentary films, wholly or partially, subject to the following conditions:**

(a) Four copies of the detailed shooting script are to be submitted by the, foreign team to the Ministry of External Affairs, External Publicity Division for scrutiny and clearance. Copies can be forwarded either directly or through Indian Mission abroad.

(b) Details of all places/locations where a visiting team proposes to shoot parts of their documentary must be clearly mentioned as these are specifically indicated in our clearances. This also helps obviate any difficulties that the team may otherwise encounter with local administration.

(c) A synopsis of the proposed project is essential for processing of an application.

(d) The film has to be shot according to the script as approved by Government of India and, in case any material deviation is considered necessary, prior permission of the Government of India has to be obtained by the foreign team.

(e) A liaison officer may be attached by the Ministry of External Affairs, External Publicity Division or a State Government/Local Administration to the team to assist them in their shooting. He will stay and travel with the team. The team may be required to bear the actual expense on boarding, lodging and travel of the, liaison officer in connection with the shooting of the film. (Usually no foreign producer is asked to bear expenses)

(f) The shooting of the film has to be done in the presence of the liaison officer who will, as a part of his duties, ensure that nothing detrimental to the image of India or the Indian people will be shot or included in the film. Should a disagreement arise in this respect the matter is to be referred to the Ministry of External Affairs, External Publicity division, whose decision will be final.

(g) The foreign team will be required to show the complete film to a Representative of the Government of Indian, in India or abroad (i.e. an Indian Mission abroad) before its actual release anywhere in the world to ensure that the film has been shot in accordance with the approved script and that the Film has nothing objectionable from the point of view of presentation of a correct and balanced image of the topic/country covered. In case the foreign team desires to show the documentary to an Indian Mission abroad, the name of the Mission has to be specified by the foreign team in advance.

(h) The detailed particulars of the members of the shooting team, equipment/film required to be imported and exact locations where shooting would take place will have to be furnished to the Government of India for specific clearance, at least eight to ten weeks in advance.

(I) If the documentary is a joint venture (Indo-foreign collaboration) the detailed agreement between the Indian and foreign parties will also have to be furnished to Government for specific clearance.

(j) After shooting of documentary films, a report giving details of actual shots taken etc., is to be furnished to the Ministry of External Affairs by the Liaison officer.

(k) Proposal for shooting documentaries in India should be sent well in advance, since processing by various ministries/departments in India may take up to three months.

## **ANNEXURE-IV**

### **GENERAL CONDITIONS TO CLEAR DOCUMENTARY PROPOSALS**

1. No Civil vulnerable areas/vulnerable points and restricted protected / prohibited areas be covered during the course of shooting.
2. There will be no deviation from the original synopsis / programme submitted with this Ministry.
3. Final film will be previewed by Indian Embassy / Consulate General of India / High Commission of India before screening and any changes / omissions suggested by them will be binding on the producers. The producer/s will provide the video back-up of the entire footage of the film to the mission which will forward it to Ministry of Home Affairs.
4. Producers will take prior permission from Archaeological Survey of India on payment of their fees if shooting involves any protected monuments / forts etc.
5. Producer will submit passport particulars of the filming crew, synopsis, itinerary (date wise & location wise) well in advance.