

## Film Production Tax Credit Program Final Production and Economic Impact Report

Provide this form to your CPA when the production company commissions the Cost Verification Report for the project. Submit the Cost Verification Report and Final Production and Economic Report to DEED by email at [FilmInMN.DEED@state.mn.us](mailto:FilmInMN.DEED@state.mn.us) within 30 days of the cost verification report completion date. Tax Credit Certificates will not be issued until all reporting requirements have been fulfilled.

### Section I. Business name and identifying information

Production company legal name ("Applicant"): \_\_\_\_\_

DBA/Trade name/Previous name (if any): \_\_\_\_\_

Federal Tax ID number: \_\_\_\_\_

Minnesota Tax ID number: \_\_\_\_\_

### Section II. Corporate officer certifying this report

An officer of the corporation is required to certify that the information contained in this report is to the best of their knowledge true, correct, and complete. Who is the corporate officer that will sign the certification form?

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

### Section III. Project information

Title of project: \_\_\_\_\_

Type of project (check one):

- Feature Film       Documentary       National Television/Internet  
 TV/internet Pilot       TV/Internet Commercial       Music video       Post-production only

Where in Minnesota was the production office located?

Where in Minnesota did principal photography take place (list specific key locations)?

Did post-production occur in Minnesota?

No  Yes

Complete the table with the actual production schedule that occurred.

	Minnesota only			All other locations		
	Start date (mm/dd/yyyy)	End date (mm/dd/yyyy)	Number of days	Start date (mm/dd/yyyy)	End date (mm/dd/yyyy)	Number of days
<b>Pre- production</b>						
<b>Production</b>						
<b>Post- production</b>						
<b>Totals</b>						

**Section IV. Financial information**

Use the Cost Verification Report to complete the table below. Sales and use tax paid reported in the second column is inclusive of qualified and non-qualified spend that occurred in Minnesota. You will be asked to report non-Minnesota spend after the table; the sum of qualified Minnesota spend, non-qualified Minnesota spend, and non-Minnesota spend should balance with the total project costs\*.

Category	Sales and use tax paid	Total qualified amount spent in Minnesota including taxes	Total non-qualified amount spent in Minnesota including taxes
Lodging			
Transportation			
Air Fare			
Per Diem and Housing Allowance			
Personnel			
Talent			
Sets, Props, and Wardrobe			
Production Office Rental			
Studio Rental			
Digital Media, Film, Tape, and Processing			



# EMPLOYMENT AND ECONOMIC DEVELOPMENT

Category	Sales and use tax paid	Total qualified amount spent in Minnesota including taxes	Total non-qualified amount spent in Minnesota including taxes
Food and Catering			
Location Expense			
Post Production			
Other			



# EMPLOYMENT AND ECONOMIC DEVELOPMENT

Was an amount entered above for the other category?

No (if no, skip to the next question)     Yes (if yes, provide detail below)

Provide a description and dollar amount (rounded to the nearest thousand) for each invoice.  
You may consolidate multiple invoices from the same vendor.

What was the amount of non-Minnesota spend? \$ \_\_\_\_\_

What was the total project cost\*? \$ \_\_\_\_\_

How many room nights of lodging occurred in Minnesota? \_\_\_\_\_

Were any fees paid to municipal entities in Minnesota?

No     Yes (if yes, how much? \$ \_\_\_\_\_ )

**Section IV. Employment information**

Complete the table below for all payroll related expenses that occurred in Minnesota. A record of the employee’s exempt or non-exempt status can be found by referencing the signed copy of the Employee Notice that the employer maintains on file pursuant to the [Minnesota Wage Theft Prevention Act](#). For an exempt employee enter 8.0 hours for each work day up to 40 hours per each payroll week. For non-exempt employees enter actual number of hours worked.

<b>Employees</b>				
	Exempt Minnesota residents	Not-exempt Minnesota residents	Exempt non- Minnesota residents	Not-exempt non- Minnesota residents
Number				
Salary and wages paid				
Number of hours worked				

What is the total amount of Minnesota income tax paid? \$\_\_\_\_\_

What is the total amount of unemployment insurance paid? \$\_\_\_\_\_

What was the total value of contracts provided pursuant to independent contractor agreements for this project? \$\_\_\_\_\_

**Section V. CPA preparing the Cost Verification Report**

CPA Firm: \_\_\_\_\_

CPA certificate number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

**Section IV. Business Acknowledgement and Certification**

**Tennessen Warning Notice:** We are requesting data from you to determine if you are eligible for an award under the Film Production Tax Credit Program. You are not required to provide the requested information, but your failure to do so may result in DEED's inability to evaluate your eligibility for an award pursuant to the criteria developed under the program's enabling legislation and rules. The data you provide to us is classified as private or nonpublic data and cannot be shared without your permission, except as specified by statute or court order.

**Data Privacy Notice:** Certain data required by this form is classified as private or nonpublic data under Minn. Stat. § 13.591, subd. 1. Some other data that we collect in this application is classified as private data under Minn. Stat. § 116J.401, subd. 3.

**Data Privacy Acknowledgement and Certification:**

1. The undersigned certifies that any statement or representation in this report, or information provided herein, is true correct, and complete to the best of their knowledge; and
2. I acknowledge that I have reviewed the Cost Verification Report and that it is a true and correct representation of the amount of eligible production costs that are directly attributable to the production of this film project in Minnesota; and
3. I certify that the DEED approved static or animated logo lasting approximately five seconds is visibly displayed in the end credits before the below-the-line crew crawl and will continue to be displayed for the life of the project; and
4. I affirm that, as an officer of the business, I have the authority to sign this form on behalf of the company.

Printed name and title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_