



JHARKHAND FILM DEVELOPMENT CORPORATION LIMITED

GOVERNMENT OF JHARKHAND

CIN: U92410JH2016SG009141



GUIDELINES

In exercise of the powers conferred by Article 47 (19) of the Articles of Association, the Board of Directors of **Jharkhand Film Development Corporation Limited**, in its meeting held on 13th March, 2019 adopted the following guidelines for the regulation of the Corporation's schemes for film production and related activities.

1. Application

- i. The applicant shall submit the application online at the email id of Jharkhand Film Development Corporation Limited .i.e. connect.jfdcl@gmail.com and the application should be properly filled, duly signed & stamped and a copy of the submitted application with all the necessary attachments along with a detailed synopsis (10-12 Pages) shall have to be submitted at the office of JFDCL within a period of 15 days after submitting it online. The applicant may be asked to submit the entire script, if required. The applicant has to submit PDF Copy of Treatment of the film.
- ii. The processing fee has to be deposited in the Bank Account of Jharkhand Film Development Corporation Limited (JFDCL) through NEFT/RTGS only and the deposited amount and the NEFT/RTGS number has to be mentioned in the application form.
Non-deposit or part deposit will result in rejection of the application.

Bank Account Details of JFDCL:-

Bank Name-	BANK OF INDIA
Branch: -	Club Side Branch, Ranchi
Bank Account No-	490220110000706
IFSC Code-	BKID0004902

REGISTERED ADDRESS:

SUCHANA BHAWAN, MEURS ROAD, AUDREY HOUSE, RANCHI- 834008



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- iii. The applicant has to deposit the prescribed application cum processing fee as given below :-

Sl. No	Address of the Producer/Production House	Language of Movie	Amount to be Paid as processing Fee
1.	If the Production House is from Jharkhand and incase it is a Registered Entity its Registered office/ Address should be Situated in Jharkhand	Local Languages .i.e. Jharkhand's Local language	5,000
2.	If the Production House is from Jharkhand and incase it is a Registered Entity its Registered Office/ Address should be Situated in Jharkhand	Any Languages Other than Local Languages. i.e. Bengali, Hindi, Bhojpuri etc.	50,000
3.	If the Production House is not from Jharkhand and in case it is a registered entity, its Registered Office/Address is situated in any place other than Jharkhand	Any Language	1,00,000

- Resident of Jharkhand shall have to submit their residential proof in the form of Aadhar Card.
- Registered entity like company or other shall have to submit Certificate of Incorporation along with utility bills i.e. Telephone bill/Electricity bill etc.

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- Financial Capability Certificate with regard to the Film, declaring the sources of Funds and its utilization for the Proposed Film.
- iv. **In case the proposal/project is disapproved for subsidy or withdrawn by the applicant, 80% of the fees submitted as processing fee would be returned.**
- v. The processing fee has to be deposited only by the production house/producer. Anyone else depositing on their behalf would result in rejection of the application.
- vi. At least 80% of the film must have that language, which has been stated in the application.
- vii. No one except the Producer or Production House or authorized person, if any should file the application for grant of subsidy and the documents should be signed by that entity that has made the application or such authorized person as authorized by the applicant.
- viii. The finished application must be signed by the Producer or any person as authorized by producer/ production house and in every page the applicant should put its signature along with the stamp.
- ix. It is not permitted that the application is signed by two different person, it must be handled or signed by single person otherwise the application will be rejected.

2. Permission and Approval

- i. The permission to shoot a film will normally be granted within one month of submitting the application (if the application is complete in all respects). Granting of permission will not ipso

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facto amount to granting of approval i.e. eligibility for subsidy will be decided separately.

- ii. Those who start the shooting without or before the permission will not be considered for any facilities/incentives enshrined in Jharkhand Film Policy 2015.
- iii. Film Makers have to inform the dates and particulars regarding the location of shooting to the concerned local administration along with the letter of permission; and the receiving copies of information given to local administration must be submitted along with the bills and vouchers as evidence.
- iv. The film maker has to maintain Daily Progress Report, stills and videos from the commencement of the Project until the Pack up with a view to monitoring shooting details submitted by the applicant. All these documents must be submitted with the Bills and Vouchers if the project gets approval for grant of subsidy. Sample call sheet can be referred in this regard.
- v. Those failing to do so will not be considered for grant of subsidy.
- vi. The permission is valid for 18 (Eighteen) months for completing the shoot. The production house must submit the censor board certificate within 24 months from the date of grant of permission. Otherwise permission will be treated as cancelled and any of the delayed projects will not be entertained.
- vii. Film already shot before taking the permission from JFDCL will not be entertained for any assistance.
- viii. The Film makers will have to communicate the wrap up of the shooting to JFDCL.

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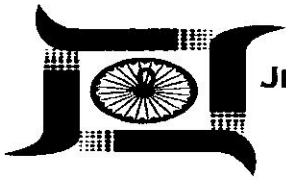
- ix. The Approval/Disapproval of application with regard to subsidy will be decided after the screening of the film.
- x. The bills, vouchers and all other essential documents as referred in this guidelines and application form will have to be submitted before or at the time of screening.
- xi. In case of rejection of the proposal by the committee, the concerned person will be intimated about the facts of rejection only; and not the grounds. No representation will be entertained further in this matter.

3. Evaluation of Proposals

- i. The proposal will be evaluated by a high powered committee called Single Window Committee for Films (SIWCOF) duly constituted by the government
- ii. The committee shall have the discretion to take the assistance of any or all members of Film Development Council of Jharkhand (FIDCOJ) or any expert as it deems fit while making the evaluation of the project.
- iii. The budgetary proposal of the Film (project) must be a genuine pre-estimate and it must not be excessive or unreasonable. In the event of unreasonable/excessive/unpalatable budget, the committee shall have right to reduce it or May even reject the proposal.
- iv. The recommendation of the committee will be placed before the Board of Directors of Jharkhand Film Development Corporation Limited for its final consideration.

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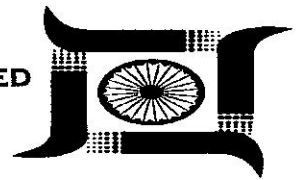
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- v. The Board of Directors of Jharkhand Film Development Corporation Limited may, in its discretion approve or reject a project on any justified grounds other than any of the specified condition or may authorize the Managing Director to finalize the same.

4. Subsidy

- i. The grant of subsidy by the government is not a right; it's an incentive/support in order to encourage the film industry in the State of Jharkhand. JFDCL reserves the right to approve or disapprove any project and to decide upon the quantum of subsidy. Decision of JFDCL shall be final and will not be subject to any question.
- ii. After the film post production is over and the film has obtained Censor Board Certificate, the film maker has to communicate this fact to JFDCL, following which PREVIEW/SCREENING of the film will be done. The preview will be organized by the concerned production house on the date fixed by the JFDCL and all its expenses will be borne by the production house.
- iii. After the screening, the quantum of subsidy will be decided by SIWCOF in the light of various provisions of Jharkhand Film Policy, 2015 and guidelines framed hereunder. The percentage of film shot outdoor/exterior and indoor/interior of the total percentage of shooting in Jharkhand will be taken into account while deciding upon the quantum of subsidy.
- iv. In case of approval, subsidy shall be granted only to the production house .i.e. the applicant that has submitted the project. Under no circumstances the change of production

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house will be entertained. Replacement or addition of production house will not be entertained at any point of time after the submission of the project.

- v. The Bills and Vouchers shall be duly attested by the producer or person authorized by producer / production house and shall be certified by a Practicing Chartered Accountant and submitted along with the certificate from the practicing chartered accountant confirming the authenticity of the bills & vouchers. All bills should be GST paid bills. If any discrepancies is found in the bills & vouchers and / the certificate , the person attesting the bills and the person issuing the certificate shall be liable for the necessary legal action as stipulated in the law. All the bills & vouchers shall be cross checked / verified by JFDCL.
- vi. The Details regarding the payment made during the shoot must be authenticated by the bills and bank statement and evidence must be attached to the bill.
- vii. All the payments of Rs 10,000 or more must be made by the production house in cashless mode otherwise such payment will not be considered by JFDCL.
- viii. Maximum amount that can be expended by the production house in cash:-

S. No.	Budget of the Movie	Amount that can be paid in cash
1.	If the Budget of the movie is up to Rs. 1 crore	2 Lacs
2.	If the Budget of the movie is more than 1 crore	5 Lacs

REGISTERED ADDRESS:

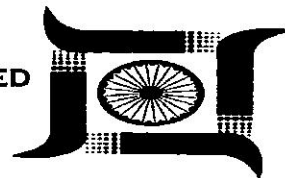
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Any cash payment in excess of the maximum limit as given in the above column will not be considered by JFDCL for grant of subsidy

- ix. In case of payment made to any Actor of Jharkhand, the Aadhar Card/ Voter Id of the Actor must be given along with the copy of bank statement evidencing such payment.
- x. The Bills submitted must be bifurcated into three head:-
- First**-The Payment made to Actors/ any Person of Jharkhand.
 - Second**-All payments /expenditure incurred in the state of Jharkhand; and
 - Third**-Other expenditure incurred by the production house.
- **Further to be noted that the expenditure with regard to the Hotel shall be reimbursed only of the following categories in Jharkhand :-**

S.N.	BUDGET OF FILMS	CATEGORY OF PERSON	CATEGORY OF HOTELS EXPENSES ELIGIBLE FOR REIMBURSEMENT
1	UP TO 1 CRORE	Directors/ Producers/Main Cast Actors/ Main Cast Actress who are Nationally/Internationally Recognized and Awarded	3-4 Star Category Hotel/ equivalent (only Room & not Suite)
		Other Directors/Producers	Budget Category Hotel only.
		Other team members	Budget Category Hotel only.
2	MORE THAN 1 CRORE	Directors/ Producers/Main Cast Actors/ Main Cast Actress who are	4-5 Star Category Hotel/ equivalent (only Room & not

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		Nationally/Internationally Recognized and Awarded	Suite)
		Other Directors/Producers	2-3 Star Category Hotel/Equivalent (only Room & not Suite)
		Other team members	Budget Category Hotel only.

NOTE:- As per Clause 23.3 (17) of Jharkhand Film Policy, 2015, grant of subsidy will be given only to the “institutions” which will make the film.

5. Release

- Films in Jharkhand's language must be advertised and released at minimum 12 Screens/Cinema Hall out of which 50% must be in the State of Jharkhand.
- The Hindi film must be released at least in following no. of cinema hall/Screens:-

S. No.	Budget of the Movie	No. of Cinema Halls/Screen in which movie is to be released including Jharkhand.
1.	When Budget of the movie is up to Rs. 1 crore	25
2.	When Budget of the movie is more than 1 crore.	50

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- iii. Other Regional Films (Bangla, Bhojpuri, Marathi, Punjabi, odiya etc.) Must be released in 25 Screens / Cinema Halls including Jharkhand.
- iv. All the relevant information with necessary documents in order to prove the Release of the Film in different Cinema Halls/Screens must be submitted at the time of submission of final bills with JFDCL.

6. Film Development Council of Jharkhand (FIDCOJ)

- i. The Name of the Committee is **Film Development Council of Jharkhand (FIDCOJ)**.
- ii. The Registered Office of the Committee is situated at Suchana Bhawan, Meur's Road, Ranchi.
- iii. Members of the Committee will be nominated by the department. i.e. Information & Public Relation Department, Government of Jharkhand

6.1. Membership:

- i. Government of Jharkhand shall nominate one Chairman and one Vice- Chairman of the Committee. The members shall hold office for a period of 2 (two) years from the date of his/her appointment.
- ii. The Chairman and the Vice-Chairman shall hold Office for a period of 2 years from the date of appointment. The tenure may be extended or shortened.

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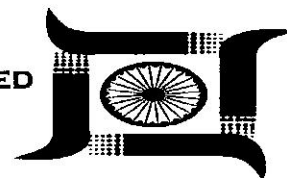
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- iii. Any member may resign by giving a written resignation to the Chairman. A membership can be terminated by a majority vote of the members.
- iv. Members indulging in any kind of bribe/Gift/Financial benefits from any Producer/film maker or found involved in any Malpractice/ Corruption/any type of illegal Activities will be expelled permanently from the Committee by the order/ recommendation of Chairman.
- v. Members who do not attend three consecutive meetings of FIDCOJ, their Membership shall be automatically vacated.
- vi. The members of FIDCOJ have to gracefully maintain the dignity of their position and to do all works in healthy atmosphere to promote the Purposes, Goals, Visions enshrined in Jharkhand Film Policy 2015.

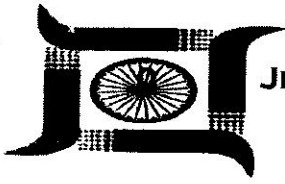
6.2 The objects

To be pursued by the committee is as follows:-

- i. To give advice; Suggestions; Recommendation; References on all matters referred to it by Jharkhand Film Development Corporation Limited (JFDCL).
- ii. Advice in connection with the development of Film Industry in the State of Jharkhand to meet the Purposes, Goals, Visions as enshrined in Jharkhand Film Policy 2015.
- iii. To execute all the works entrusted by the Government.

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- iv. No member will be entitled to give bite/ interact with media in the capacity of the member of FIDCOJ without prior permission of the JFDCL.

6.3. Meetings

i. Notice of Meetings

The Company Secretary will issue the notice to the committee members at least 7 clear days before the meeting along with the agenda of the meeting.

The Company Secretary will comply with the provisions of the Company law and Secretarial Standards as applicable to the Committee meetings of the Company.

Notice may be sent to the members either through Speed post/registered post/hand delivery or through any electronic mode.

ii. Quorum

A quorum for the meeting of the members shall consist of a least 1/3rd (one-third) of total members of the committee.

iii. Voting

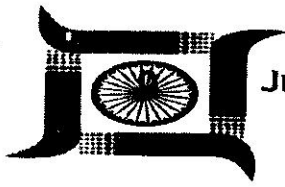
All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

7. Miscellaneous

- i. Any wrong or misleading information provided by the film makers discovered at any stage would result in cancellation of permission, subsidy and permanent ban on production house from making any film in the state.

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- ii. In the event of any dispute/interpretation arising in respect of any of the above clauses/Bye laws, the decision of the Chairman/Managing Director shall be final and binding.
- iii. The Board of Directors of Jharkhand Film Development Corporation Limited may prescribe from time to time any other terms and conditions in addition/alteration/substitution of the above guidelines.

We, the undersigned, are all of the initial directors or incorporators of this corporation, and we consent to, and hereby do, adopt the foregoing guidelines, as the guidelines of this corporation.

ADOPTED AND APPROVED by the Board of Directors on this

13th day of March, 2019. Signed on Behalf of the Board of Directors by:-

REGISTERED ADDRESS:
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