**Annex 8a**

**REQUEST FOR ADVANCE**

|  |  |  |  |
| --- | --- | --- | --- |
| The undersigned |  | Tax Code |  |
| Born in |  | on |  |
| As the legal representative for |  |
| With registered office in  |  | address |  |
| With operating headquarters in | *(do not fill in if the same as registered office)* | address | *(do not fill in if the same as registered office)* |
| Tax Code |  | VAT number |  |
| CEM |  |

- whose company is the beneficiary of aid related to the audiovisual project allocated with Executive Resolution No. \_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_ for a total of € \_\_\_\_\_\_\_\_, as part of the “**Apulia Film Fund 2018/2020**” Public Notice

**R E Q U E S T S**

The disbursement of the advance provided for by art. 11 of the Public Notice equal to 40% of the subsidy granted, i.e. € \_\_\_\_\_\_\_\_\_ to the following bank account dedicated to the subsidized project:

|  |  |
| --- | --- |
| **IBAN:** |  |

For this purpose, it transmits:

* 1. Self-certification of the cumulation of aid according to Annex 2c of the Notice.
	2. *(check the box that applies)*

|  |  |  |  |
| --- | --- | --- | --- |
|   | **Bank guarantee** | Irrevocable, unconditional and enforceable on first demand, complies with the scheme published with DGR No. 1000 of 07/07/2016 of the Regione Puglia | *(indicate guarantor)* |
|  | **Insurance policy** |
|   | **Policy issued by a financial intermediary registered in the special list referred to in Article 107 of Legislative Decree No. 385/1993**  |

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IN WITNESS WHEREOF

 *(Certified digital signature in force by the legal representative)*

*Digital document digitally signed in accordance with the consolidated Presidential Decree of December 28th 2000, No. 445 of Legislative Decree No. 82 and its related rules, of 7 March 2005, which replaces paper text and handwritten signature***Annex 8b**

**REQUEST FOR BALANCE PAYMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| The undersigned |  | Tax Code |  |
| Born in |  | on |  |
| As the legal representative for |  |
| With registered office in  |  | address |  |
| With operating headquarters in | *(do not fill in if the same as registered office)* | address | *(do not fill in if the same as registered office)* |
| Tax Code |  | VAT number |  |
| CEM |  |

- Whose company is the beneficiary of aid related to the audiovisual project allocated with Executive Resolution No. \_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_ for a total of € \_\_\_\_\_\_\_\_, as part of the “**Apulia Film Fund 2018/2020**” Public Notice

**R E Q U E S T S**

Payment of the balance, net of any advance provided for by Article 11 of the Notice, to the following bank account dedicated to the subsidized project:

|  |  |
| --- | --- |
| **IBAN:** |  |

The undersigned also declares to have transmitted, pursuant to Article 13 of the Notice:

a. Certificate issued by the legal representative of the beneficiary company, according to Annex 12, resulting that:

* All regional and national legal requirements have been fulfilled, in particular those concerning fiscal matters
* All applicable EU community regulations and rules have been complied with, including, but not limited to, those concerning the traceability of financial flows, information and publicity, those relating to work contracts and workplace safety, environmental impact, equal opportunities and inclusion of disabled social categories
* The expenses incurred are eligible, relevant and congruous, and have been carried out within the eligibility terms set by this Notice
* No reductions and / or VAT deductions have been obtained on the expenses incurred (or if they were obtained, for what expenses and to what extent)
* No further reimbursements, contributions and additions were made to other subjects, public or private, national, regional, provincial and / or EU community (or if they were obtained or requested, which and to what extent)

b. Self-certification updated according to Annex 2

* 1. Final project plan, clearly highlighting of the working days in Apulia
	2. Definitive list of cast and crew, clearly highlighting personnel registered with the Production Guide (excluding extras and trainees)
	3. List of suppliers with tax residence in Apulia
	4. Complete list of locations, clearly highlighting Apulian locations
	5. Definitive screenplay, clearly highlighting the pages purposely set in Apulia, only for projects pertaining to the FICTION and SHORT categories (with the exception of musical short films)
	6. Analytical report of the reimbursable expenses drawn up according to Annex 9, to be sent also by PEC in ". xls" format, digitally signed by the legal representative
	7. Asseveration by an accountant, or statutory auditor or auditing firm registered in the register pursuant to Legislative Decree No. 39/2010 and subsequent amendments, drawn up on the model set out in Annex 10 that certifies:
* Analytical report of the reimbursable expenses drawn up according to Annex 9
* Production cost, which details the total costs, gross of any tax or other charges, in an analytical framework according to the model provided by DG Cinema - MiBACT (where available)
	1. Copies of the originals of:
* Invoices from suppliers with tax residence in Apulia, with the relative payment slip (copy of the bank transfer, proof of charges to debit account, etc.)
* Payroll of the workers registered with the Production Guide or invoices of professionals registered with the Production Guide, legally contracted, with the relative payment slip (copy of the bank transfer, proof of charges to debit account, etc.)
* Any other supporting documentation for expenses with the relative payment slip (copy of the bank transfer, proof of charges to debit account, etc.)
* Where provided for, legally binding acts (contracts, conventions, letters of appointment, etc.), clearly showing the object of the service or supply, its amount, the terms of delivery, the methods of payment

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IN WITNESS WHEREOF

 *(Certified digital signature in force by the legal representative)*

*Digital document digitally signed in accordance with the consolidated Presidential Decree of December 28th 2000, No. 445 of Legislative Decree No. 82 and its related rules, of 7 March 2005, which replaces paper text and handwritten signature*