

**EMPIRE STATE DEVELOPMENT  
FILM TAX CREDIT PROGRAM  
APPLICATION MATERIALS**

When submitting an application for either the Film Production Credit or Post Production Credit, all materials, as indicated in the chart below, must be submitted in order for your application to be deemed complete.

Please go to <http://esd.ny.gov/BusinessPrograms/filmCredit.html> for the file templates.

**All materials/documents must be emailed to [filmcredits@esd.ny.gov](mailto:filmcredits@esd.ny.gov).**

	Film Production Credit		Post-Production Credit	
	Initial	Final	Initial	Final
<b>Project Summary</b>	X	X	X	X
<b>Budget Cost Qualifier*</b> (excel templates)	X	X	X	X
<b>Employment Report</b> (excel template)		X		X
<b>End Credit Requirements</b> (MS Word template)		X		X
<b>Daily Production Reports</b>		X		
<b>Shoot Days Summary</b> (excel template)		X		
<b>Production Budget</b> (including post)	X			
<b>Production Budget - Top sheet only</b>			X	
<b>Post Production Budget</b>			X	
<b>General Ledger</b> (Entire)		X		
<b>General Ledger Reports</b> (Separate)**		X		X
<b>Cast &amp; Crew List</b>		X		
<b>Retained Asset Report</b> (excel template)		X		
<b>Related Party Transaction Report</b> (excel template)		X		

\* There are separate BUDGET COST QUALIFIERS specific to the film production credit and the postproduction credit.

\*\*For the Film Production Credit - submit separate GL Reports for each qualified cost category on the BUDGET COST QUALIFIER.

For the Post Production Credit - Submit separate GL Reports for each qualified and nonqualified cost category on the BUDGET COST QUALIFIER