

New Taipei City Rules for Assisting Film Making and Applications for Subsidies (Amended July 7, 2017)

- I. The New Taipei City has established these Rules for the purposes of promoting the landscapes of New Taipei City ("the City") and encouraging filmmakers and TV or audio/video producers to produce films or shoot locations in the City and develop mutually beneficial partnerships.
- II. Where a film production company, broadcasting company, or nonprofit organization in a similar field registered in Taiwan, or an internationally accredited production team or college or university films a location or department under the New Taipei City Government's jurisdiction, borrows a facility or property under the New Taipei City Government's jurisdiction, or apply for support from one of the New Taipei City Government's departments and the location and content contribute to a positive image for the City, if a shooting schedule that helps promote the City has been submitted to - and approved by - the Cultural Affairs Department ("CAD"), the applicant may apply for filming in accordance with these Rules.
- III. The New Taipei City Film Assist And Development Center ("FADC"), established by CAD, provides the single point of contact for assisting execution of applications for film, television, or audio/video production. In addition, CAD may call coordination meetings and invite related departments to discuss related matters.
- IV. To apply for filming, the applicant shall complete all application documents and submit them electronically to FADC. The rules are as follows:
 - (I) Application documents:
 1. Film Assistance Application (Attachment 1).
 2. Shooting schedule, including shooting script, content, date, and time.
 3. Crew list.
 4. Affidavit (Attachment 2).
 5. Temporary access plan, traffic control plan and alternative routes, location diagrams, and other documents required by respective production coordinators.
 6. Items 1 to 4 are mandatory, and Item 5 is to be provided as needed.
 - (II) Application schedule:
 1. An application for a location or department under the New Taipei City Government's jurisdiction shall be submitted at least seven business days prior to the intended date of access.
 2. An application involving special needs shall be submitted at least thirty business days prior to the intended date of access.
 - (III) Special needs specified under Item 2 in the preceding subparagraph indicate access outside the existing scope of access for the location, access to designated or registered

cultural assets, road closure, explosion, access to police or firefighting equipment, or other special purposes as deemed by CAD.

- (IV) If the applicant is unable to shoot and wishes to cancel filming at an approved location, the applicant must notify CAD by telephone or in writing at least one business day prior to the approved filming date. If the applicant is unable to shoot and wishes to reschedule a filming date, the applicant must notify CAD by telephone or in writing at least two business days prior to the approved filming date and the intended filming date and submit a new application for the production coordinator to complete the applicable procedures. The applicant shall not proceed without the production coordinator's consent. CAD may cease to provide film assistance for one year if the applicant has twice failed to send notifications as required. In the event that the applicant changes the date of filming or operation and proceeds with filming without the location administrator's consent, CAD may promptly suspend all services entailed in the respective application and cease to provide film assistance services for two years.

Applications for temporary road access shall follow Article 142 of the Road Traffic Safety Regulations and be submitted to the local police stations or precincts to be approved or denied. Where traffic control is needed for filming, an application must be submitted to FADC as specified in the preceding paragraph. CAD will act as the coordinator for the departments involved and invite relevant departments to onsite surveys as needed. Filming may not proceed without the consent of all departments involved.

- V. Important information regarding filming applications:
- (I) Only one application from one production team will be accepted for the same area in the same interval. Priority will be given in the order of application approval.
- (II) For onsite inspection of a chosen location, the applicant shall arrange for key persons as required by the New Taipei City Government, including director, producer or executive producer, art director, action director, camera operator and other necessary personnel, to be present to provide information.
- (III) Applications for support from the police or fire department shall not take priority over normal duties and tasks of these agencies. Support will be provided if the application is approved by the appropriate agency.
- (IV) The applicant shall purchase the necessary insurance coverage and present itself to be held liable for any personal injury (including third party liability) or property damage caused by activities within the range of a location. The production coordinator will not be held liable in any way. In the event of any consequent damage to the location administrator or third party claim (including, but not limited to, liabilities involving state compensation) against the production coordinator, the applicant shall pay the production coordinator compensation for damages incurred.

- (V) The applicant shall be responsible for the safekeeping of its equipment and private belongs. The location administrator is not responsible for the safety of such items.
 - (VI) Where production is assisted by CAD, the applicant shall agree to cooperate with the New Taipei City Government and be visited and interviewed by media arranged by the New Taipei City Government as needed, have behind-the-scenes images taken by representatives of the New Taipei City Government, or provide behind-the-scenes images and trailers for the New Taipei City Government's use for nonprofit promotion purpose.
- VI. Applicants for film assistance shall adhere to the following terms and conditions:
- (I) The applicant shall comply with the applicable location administration rules, resolutions reached during film assistance coordination meetings, and applicable regulations. The applicant shall proceed according to the approved details and not make changes during filming without completing the appropriate procedures.
 - (II) The applicant shall not transfer the right to use a location to any third party.
 - (III) Where facilities on location have to be moved, repaired, or altered during filming, the applicant shall not proceed without the location administrator's consent. Where the change requires technical inspection to be completed by all three parties (Applicant, FADC, and location administrator) and consent of the production coordinator, the applicant shall also take photos of the location in its original conditions as a checklist to be used when the location is returned. Equipment or installations likely to damage the location, or impossible to remove, is strictly prohibited.
 - (IV) If the filming process causes too much noise and disturbs peace in the neighborhood or performance of the location administrator's official duties, the production coordinator or CAD may demand improvement or terminate filming without notice. Failure to make improvement or cease filming may prompt the production coordinator or CAD to report the incident to the Environmental Protection Department of New Taipei City Government.
 - (V) The applicant shall clean up a location immediately when filming is completed. The location administrator will proceed to take appropriate actions against failure to completely clean up a location.
 - (VI) After filming is completed, the applicant shall restore the locations to their previous conditions to the standards established by the production coordinator by the deadline specified. If extraordinary circumstances prevent restoration of a location by the specified deadline, the applicant shall give detailed reasons by telephone or in writing and propose a feasible deadline and apply to CAD for an extension for restoration. One applicant may receive up to three extensions for restoration in any given year.
 - (VII) In the event of any damage to a location and related equipment lent to an applicant, the

applicant must complete repair or provide compensation within one week, unless otherwise specified by the production coordinator.

- (VIII) The applicant, if borrowing or renting cultural assets, valuable artifacts or special facilities, shall make use of such items by honoring the Cultural Heritage Preservation Act and the instructions of the location administrator and FADC staff. The applicant will be held liable for any damage caused.
- (IX) Filming of buildings under the New Taipei City Government's jurisdiction or filming with support of the departments or the New Taipei City Government shall proceed according to the approved details and documents. In the event of any unapproved change or postproduction that affects the image of the New Taipei City Government or its departments, the New Taipei City Government may ask the applicant to delete related segments and take the film immediately off the shelf. CAD may suspend film assistance for the applicant until said images are deleted and taken off the shelf.

In the event of any violation of the provisions above, CAD may ask the applicant to cease filming immediately, and terminate all subsequent film assistance. In addition, CAD may cease to provide film assistance afterward for no less than six months and no more than three years, depending on severity of the violation. Recipients of such penalty will include the applicant and its person-in-charge, director, assistant director, producer, executive producer, and site liaison.

VII. Tasks to be completed after filming conclusion are as follows:

- (I) The names and logos of New Taipei City Government departments and agencies that have provided production assistance must appear in all external promotional materials and at the beginning or the end of the film, except where nature of the work (e.g. commercials, music videos) prevents such display.
- (II) The applicant shall, within three weeks after filming is completed, provide related location photos, production stills, and production photos, five each (8 megapixels uncompressed jpeg or raw files or higher), to CAD to be used for nonprofit promotion.
- (III) The applicant will, within three months after the film's first public release, provide a complete copy of the final film to CAD and agree that CAD may use a thirty-second clip for free for nonprofit promotion and for filing purpose.

In the event of a failure to close a project as described above, CAD may suspend film assistance until the project is closed by completing the appropriate procedures.

VIII. CAD grants are available by application to films that are produced by Taiwanese or international production teams and set against a background involving people, events, history, locations, and objects associated with the City, or involve marketing campaigns that contribute to promotion of the City. The application procedures are established separately by CAD.

Applicants must be a filmmaking business established pursuant to the laws of the Republic of China to apply for the aforesaid grants. Applicants for grants for documentaries can be a director or producer of the film.

To facilitate the grant review process, CAD shall commission a judge panel which consists of five to nine film industry experts, scholars and CAD representatives.

Where another film directed or produced by the director of the film in the application has won Best Movie, Best Director, or any other personal award at the Cannes Film Festival in France, Venice Film Festival in Italy, Berlin International Film Festival in Germany, Academy Awards in the United States, or any other internationally renowned film competitions; if CAD has deemed the film can enhance the government's image, or provide more effective advertising for the City, the application may be approved as a special project and exempted from the restrictions under Paragraphs 1 to 3 herein.

The applicant, if approved for a grant, should enter into a grant agreement with CAD after receiving the CAD notice.