

1. WHAT ARE THE FUNCTIONS OF THE FILM COMMISSION/FILM, ANIMATION AND MUSIC DEPARTMENT?

• Facilitate and Advise on Film Production

- Process film registration applications
- Submit bond waiver applications on behalf of local and international companies importing equipment temporarily and Productive Input Relief (PIR) requests for local companies importing equipment permanently.
- Support applications for work permits and work permit exemptions, as well as applications for licenses, permits and exemptions for regulated/restricted/banned items (such as firearms, explosives, animals, aerosols, motor vehicles, drones, fresh foods and meats).
- Accelerate applications for special permits for the use of public roads, underwater photography and other distinct arrangements by liaising between government entities and production project leaders.
- Assist local and international productions that require unique forms of facilitation with government entities.
- Collect and provide contact information for local production companies, managers, coordinators, and other audio-visual production professionals, as well as equipment rental houses, customs brokers, transportation providers, caterers, hotels, security services and other vendors.

• Promote Jamaica as a Filming Business Location

- Maintain a locations gallery.
- Represent Jamaica at international festivals, trade shows and content markets to promote Jamaica as a premier location for filming and to position business linkages for Jamaican industry participants.
- Attend and promote film events in Jamaica and arrange consultation and development meetings that enable eligible local practitioners to advance their businesses. Eligibility is determined based on significance of potential impact on the primary dimensions of the Film Commission's mandate.

• Facilitate Export and Investment Opportunities in Priority Sectors

- Coordinate with government ministries to pursue, establish and implement bilateral trade agreements (i.e. co-production treaties) across the global film industry, so as to provide increased opportunities for



funding to the local industry.

- Circulate regional and international export and investment opportunities to local industry stakeholders.
- Arrange meetings with select international and local stakeholders where viable trade, partnerships, or business opportunities are identified.
- Pursue investor progression for eligible international projects that will result in employment of Jamaicans in the film industry.
- **Advance Sector Development Initiatives in Priority Sectors**
 - Advance sector development opportunities (e.g. JAFTA Propella, Film Lab, BOSS Programme) which facilitate business matchmaking and access to market and distribution avenues for film and animation.
 - Engage directly with film and animation industry associations to support their development and sustainability.
- **Advocate for Film, Animation, Music priority sectors**
 - Advocate for funding, incentives, and policies to support the business environment and the development of local creative industries.
 - Participate in national and regional creative industry policy-development consultations and research

2. WHAT IS THE ROLE OF THE FILM COMMISSIONER?

The Film Commissioner directs the activities and leads the team of the Film Commission and the Film, Animation and Music Dept at JAMPRO. The Film Commissioner is responsible for:

- Serving as an advocate for the film industry to government ministries, departments and agencies, private sector companies, and local and international production

companies. This includes advocating for incentives, funding, and other national support mechanisms. As well as, maintaining international networks to advance trade opportunities, treaties, grants, and market attendance within the global film industry.

- Representing a national presence at film festivals, trade markets, and industry conferences in order to promote the island as a premier location for film business, and represent Jamaica as a regional knowledge leader in the film industry.

3. WHAT ARE THE CULTURAL AND CREATIVE INDUSTRIES?

UNESCO defines cultural and creative industries as “sectors of organised activity whose principal purpose is the production or reproduction, promotion, distribution and/or commercialisation of goods, services and activities of a cultural, artistic or heritage-related nature.” This approach emphasizes more than just the industrially made products of human creativity, it makes relevant the entire productive chain, as well as the specific functions of each sector involved in bringing these creations to the public.

As a whole, this includes music, craft, cuisine, fashion, fine arts, publishing, film and video, advertising, architecture, and a host of other sectors. At JAMPRO, we are mandated to drive economic development through growth in investment and exports, in the national priority sectors of film, animation, and music.

4. WHAT SERVICES ARE NOT PROVIDED BY THE FILM, ANIMATION AND MUSIC DEPARTMENT?

We **DO NOT**:

- provide script consultation services or feedback on your film
- match individual writers, producers, or filmmakers to each other or to private investors or financiers
- provide training for creative or technical practitioners, or in entrepreneurship or business management. We recommend you seek training through the educational institutions, industry associations, or business development agencies.
- provide unique responses for individual requests for research or opinions, however we may point you to industry reports, published documentation, or other sources for public data; or conduct presentation or speaking engagements to the requesting institutions or companies
- host, plan, or fund screenings of your film

- fund your attendance at film festivals or industry trade markets
- fund your film, or sponsor private events
- replace any local private service provider who you may need to hire in order to conduct your business

5. I AM AN INTERNATIONAL PRODUCTION COMPANY AND I WANT TO SHOOT A FILM IN JAMAICA, HOW DO I GET STARTED?

The first step in this process is to register your film with the Film Commission. The film registration application may be completed and submitted online at <http://filmjamaica.com/forms/film-registration>

Film Registration attracts a non-refundable fee of US\$300.00. Payments are accepted in the form of (i) cheque payable to Jamaica Promotions Corporation, (ii) via wire transfer – wire transfer details can be requested (iii) cash/card at our Head Office in Kingston or regional offices in Montego Bay, London, Toronto and New York.

You will be required to provide:

- A synopsis of the project
- Company profile
- Proof of Insurance

If temporarily importing equipment, an equipment list that contains: the description, serial number, quantity and values. A Blank Equipment Template is available here <http://filmjamaica.com/forms/film-registration>

- Film Registration fee
- A list of potential /desired locations
- Date and port of entry for all equipment and personnel arriving on the island.

You will be required to retain the services of:

- A Customs Broker for clearance of equipment through Customs on arrival
- A Production Manager/Coordinator/Fixer/Production Services company

6. WHAT INCENTIVES DOES THE GOVERNMENT OFFER FOR INTERNATIONAL PRODUCTIONS?

Waiver on Bond on Imported Equipment

The Film Commission will facilitate the processing of equipment being imported on a temporary basis free of duty through the issuance of a Bond Waiver. The equipment must be listed on the equipment list template and submitted with the application. A customs broker is required for this process.

Double Taxation Avoidance Agreements (DTAAs)

DTAA's govern the levying of taxes, by two or more jurisdictions, on the same asset or income. In order to most effectively benefit from a DTAA, we recommend hiring a specialist in international taxation, as this can be a complicated process. The list of existing double taxation avoidance agreements is posted on Tax Authority of Jamaica's website.

Co-Production Treaty with the UK

In 2007, Jamaica signed a co-production treaty with the United Kingdom, and we continue to be the only Anglophone Caribbean country with whom the associated benefits are available. British producers working with Jamaican producers have access to incentives, new sources of joint project funding, and easier movement of production equipment and personnel across borders. Simultaneously, co-produced films qualify as national films, so Jamaican producers are able to take advantage of domestic fiscal benefits and other business opportunities for which they are uniquely positioned.

For an outline of the eligibility requirements and how producers can apply for co-production status, you can read the full co-production agreement between the Government of Great Britain and Northern Ireland and the Government of Jamaica at <https://www.bfi.org.uk/sites/bfi.org.uk/files/downloads/bfi-uk-jamaica-films-coproduction-agreement.pdf>

7. HOW DO I GET PERMITS TO CLEAR SPECIALIZED ITEMS TO ENTER THE COUNTRY AND/ OR TO USE SPECIALIZED ITEMS FOR PRODUCTION?

Drones / Radios

- An application will have to be made to the Jamaica Civil Aviation Authority (JCAA) for drones only and the Spectrum Management Authority (SMA) for drones and radios.
- 5 business days is required by both the JCAA (includes the time needed to submit notices to air men i.e. NO-TAM) and the SMA.
- The application may be submitted by your Production Manager/Fixer and should include details of locations, altitude, day and time of operation and the specification (make model etc), and Class License for SMA.
- Please contact the following agencies for full application instructions
 - Jamaica Civil Aviation Authority: Tel: 876-960-3948 or 876-960-3965; Email: info@jcaa.gov.jm
 - Spectrum Management Authority: Tel: 876-922-8884 or 876-967-7948; Email: info@sma.gov.jm

Firearms, Ammunition, and Fireworks

The importation of firearms (real or imitation), ammunition including blanks, and fireworks are restricted and will require a special permit issued by the Ministry of National Security AND a Restricted Items Importation /Clearance Form. You must include this on the Film Registration form.

The Film Commission can prepare a letter of endorsement, in relation to your production, making reference to the date, time frame of use and specific items to be imported. The letter and the form can then be submitted by your production manager to the Ministry of National Security along with supporting documentation which you will be asked to provide. The application processing time is at least ten (10) business days.

8. ARE THERE ANY IMMIGRATION RESTRICTIONS?

Person(s) traveling to Jamaica to work for less than 30 days will NOT require a Work Permit and instead will be admitted as a Business Visitor. If the project is beyond 30 days, each member of the production team will require a Work Permit application. In that case the Film Commission will make an application on your behalf after all information has been submitted. Please give at least 3 weeks for this process.



Information on visa requirements can be viewed on the website of the Passport, Immigration and Citizenship Agency. You may [click here](#) to view it.

Under normal circumstances, persons travelling to Jamaica must present a passport that is valid for at least six months beyond their date of arrival, as evidence of their identity and

nationality. The passport must be issued by a recognised government authority, have a photograph of the holder and provide the holder with a re-entry authority to the country of issue or an entry authority to another country.

Some passport holders require a visa to enter Jamaica. [Click here](#) for a list of countries that require visas to enter as at the date of this publication.

As soon as you begin planning your production in Jamaica, check the immigration and customs regulations carefully by consulting your nearest Jamaican Consulate. Visas can be obtained there.

Prior to confirming your itinerary, ensure that all members of your crew have:

- A passport that is valid and will remain valid for at least six (6) months beyond your arrival date.
- A visa/visa exemption and work permit/work permit exemption, as applicable.
- Airline tickets showing onward travel from Jamaica (i.e. return travel).
- Waiver(s) of Duties/Bonds for personal electrical equipment and items being imported temporarily.
- Permits/licences for any and all restricted items being brought into Jamaica.
- A copy of the film registration letter from the Film Commission
- A list of Jamaican Consulates, complete with contact information, is available on the Ministry of Foreign Affairs and Foreign Trade's website.

9. HOW WILL THE FILM COMMISSION/FILM, ANIMATION AND MUSIC DEPARTMENT ASSIST YOU IN DOING BUSINESS IN JAMAICA?

- Provide production advisory prior to arrival in Jamaica to ensure that your production is aware of and abides by necessary national regulations, policies, and business practice.
- Support location scouting and site selection for eligible projects / productions that meet due diligence requirements
- Facilitate introductions to key stakeholders and support services providers for eligible projects / productions that meet due diligence requirements
- Facilitate the importation of equipment for temporary use



- in the country/Bond waiver
- Assist in securing the necessary special permits from partner agencies:
 - Jamaica Civil Aviation Authority (JCAA) - use of drones
 - Ministry of National Security - firearms and accessories
 - Municipal Corporations – securing public locations, road closures, police presence etc
 - Any other specialized permits required

For additional information on the Film Commission/ Film, Animation and Music Department, please contact:

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