

PROMOTIONAL TRAVEL ASSISTANCE FORM

To qualify, the claim must be solely to cover costs incurred for participation in market preparedness activities. The producer must have a recently completed project to sell; a project that has been approved for development funding and is seeking co-production partners to move forward to the production stage. Equally eligible is a project that has been invited to screen at one of the major festivals / markets.

The activities must be directed at the growth and promotion of the New Brunswick film, television and new media industry and to promote the benefits of shooting in New Brunswick to international markets. (For further information, please refer to the Promotional Travel Assistance Policy at <http://www.nbfilm.ca/programs/travel.asp?language=e&show=tr> for further information).

The producer must have at least one on-air / screen production credit in the film, television and new media industry. The producer must receive prior approval before attending the event and immediately provide, upon return, proper documents (original receipts) and a report on results achieved from attending the event.

The producer may access funding from other agencies; however, the producer must personally pay a minimum of 25% of the total expenditures. Only 50% of the TOTAL NET COST of expenses incurred **excluding HST / GST** will be reimbursed, to a maximum of \$ 2,000 CAN.

**NOTES: Your claim will not be processed without original supporting receipts and activity report.
 Late submission of a claim could be subject to refusal due to funding budgets.**

Name :		New Brunswick Company Name:	
Address:			
Telephone:		Fax:	
		Name of Conference / Workshop / Festival:	
Date:		Travel Location:	Any other provincial government department assistance: Yes <input type="checkbox"/> No <input type="checkbox"/>

DESCRIPTION OF EXPENSES (net of HST /GST)	TOTAL EXPENSES
AIRFARE (including airport tax) / rail / car rental	\$
REGISTRATION / CONFERENCE FEE:	
\$ Canadian Funds or \$ @ % (exchange rate)= \$ in Canadian funds =	\$
ACCOMMODATION	\$
LOCAL TRANSPORTATION	\$
PER DIEM days @ \$ [In province - \$36; In Canada - \$50; Outside Canada - \$75]	\$
MILEAGE (details) km @ \$ 0.38 per km	\$
OTHER EXPENSES (specify)	\$
TOTAL COST (A)	\$
LESS AMOUNT RECEIVED FROM OTHER AGENCIES OR SOURCES (B)	\$ < >
(indicate source) :	
TOTAL NET COST (A minus B above)	\$ =
TOTAL AMOUNT TO BE REIMBURSED (Up to 50% of the TOTAL NET COST excluding HST/GST max \$2,000)	\$

I certify that the foregoing is a true and correct statement of my expenses incurred.

Signature _____

Date _____