



REQUIRED DOCUMENTS TO APPLY TO “PRODUIRE AU SUD”

Cover letter : written by the producer, this letter has to introduce the motivation to participate to the workshop. A cover letter is a document sent with the resume (CV) to provide additional information on the applicant's skills and experience. A cover letter typically provides detailed information on why the applicant is qualified for the job he is applying for. Effective cover letters explain the reasons for the applicant's interests in the specific organization and identify his relevant skills.
(1 page max.)

CV of the prod. and the director,
CV of the production company : must include filmographies
(3 pages each max.)

Director's statement of intent : written by the director, it introduces his personal intents. A statement of intent requires from the director that he should have a statement that exposes a goal of directing and introduces the esthetic, narrative means he wants to use to achieve it (format, sound design,...). Using as much concrete examples and facts as possible is very appreciated.
(2 pages max.)

Synopsis : A brief outline or general view.
(1 page max.)

Treatment : Literary or artistic handling, especially with reference to style. A film treatment (or treatment) is a piece of prose, typically the step between scene cards (index cards) and the first draft of a screenplay for a motion picture, television program, or radio play. It is generally longer and more detailed than an outline (or one-page synopsis), and it may include details of directorial style that an outline omits. Treatments read like a short story, except they are told in the present tense and describe events as they happen. The original draft treatment is created during the writing process, and is generally long and detailed. It consists of full-scene outlines put together.
(20 pages max.)

Step Outline : A step outline (more commonly called a beat sheet) is a detailed telling of a story with the intention of turning the story into a screenplay for a motion picture. The step outline briefly details every scene of the screenplay's story, and often has indications for dialog and character interactions. The scenes are often numbered for convenience. It can also be an extremely useful tool for a writer working on a spec script.

Overall estimated budget :	Approximation of the cost of the film project, prepared for budgeting and planning purposes only. It represents the budget maker's understanding of the scope and expenses of what needs to be spent according to the project's profile and requirements (technical, human, artistic ones). (3 pages max.)
Financial plan:	A financial plan is a document that describes the current financial status, the financial goals (including the expected date of achievement), and strategies to meet those goals. It can be introduced in the form of a paragraph in prose or an excel sheet. The applicant can use his plan as a benchmark to measure the progress he's making and update his plan as his goals and time frame change. It should introduce two balanced expenses/incomes columns , equivalent to the budget amount, and must mention finances already in place or in pending state. (1 page max.)
Technical data sheet :	including technical information of the film project, such as title, genre, duration, format of shooting, type of cameras...) and other additional information about crew, cast, locations... (1 page max.)
Production schedule :	The provisional schedule including all the stages of the production process (development, preproduction, production, shooting, postproduction, release preparation, exhibition).