

F. No. 3/1/04-FFO
Government Of India
Ministry of I&B

Shastri Bhavan , N . Delhi.
Dated 22nd May , 2008.

To
All Ambassadors/ high Commissioners
Embassy / High Commission Of India

Subject: Guidelines for seeking permission to shoot feature films / TV serials in India by foreign producers.

Sir / Madam,

I am directed to invite your attention to the to this Ministry's letter No. 6/1/99-FFO dated 5.12.03 (copy enclosed) regarding the guidelines for Filing application, seeking permission to shoot feature films by foreign Producers in India.

2. It has always been the endeavour of this Ministry to grant permission to the applicant within three weeks after receiving the application except where locations and scripts are sensitive. However, it is being reiterated about the Requirements/guidelines for filling application seeking permission to shoot feature films in India. The complete application should comprise the following:

- i) four copies of the script
- ii) script evaluation fee
- iii) list of shooting locations
- iv) details of crew members along with passport details

3. While every other requirement has remained same, the script evaluation fee has been raised slightly from the present rate of US\$ 200 to US\$ 225 keeping in view the fee being charged by the neighbouring countries,.

4. It is requested to provide wide publicity of the procedure and the efforts made by the Government to facilitate faster clearance for foreign film terms desirous of shooting in India.

Encl.: as stated above.

Yours faithfully,

(Amitabh Kumar)
Director(Films)
Tele : 23386536

भारत सरकार
GOVERNMENT OF INDIA
सूचना और प्रसारण मंत्रालय
MINISTRY OF INFORMATION & BROADCASTING
'ए' विंग शास्त्री भवन, नई दिल्ली - 110 001
'A' Wing Shastri Bhawan, New Delhi - 110 001

सं/No.

The Ambassador,
Embassy of India,
As per list
attached

तारीख
Date

5.12.2003

Dear Sir/Madam,

India has traditionally been a favoured location for shooting feature films with an oriental background or an Indian theme. During the last two decades and more India has been a backdrop for some very well received films. The Ministry of information and Broadcasting is the nodal Ministry for according permission to foreign teams desirous of shooting in India.

2. Of late we have noticed that the comparatively low production costs offered by our country as well as the high quality post production facilities and cost competitive skilled personnel have begun to attract foreign film makers to shoot films with varied themes in India. The emerging trend world wide of making films as co productions may also be one of the reasons for a spurt in interest in shooting films in India in partnership with an Indian producer.

3. In view of these developments, the guidelines for shooting films in India have been liberalized in consultation with MEA and MHA, to make permissions speedier. The liberalisation of the guidelines is also to be seen in the context making India competitive among many other countries of the world, as they try to attract shooting teams. The perceived gains include foreign exchange earnings, exposure of locales leading to tourism earnings, employment of skilled personnel and exposure of film-makers to new techniques of film making. I enclose a copy of the revised guidelines for your perusal.

4. Under the new system, keeping in view the need to give speedy approvals, it has been decided that each script would be scrutinised by an expert from a panel of experts constituted by this Ministry. It is proposed to levy a fee on the shooting teams, which would be paid to the experts scrutinising the script. The quantum of fee has been fixed at Rs. 10,000 approximately and accordingly the applicants would need to enclose a draft for an amount of US\$200 along with their application containing four copies of the script, particulars of locations and details of the shooting term along with a tentative schedule for shooting of the proposed film. Approval for the script and shooting it now

being given within three weeks of receiving an application, except in cases as specified in the attached guidelines. MHA is to provide us with a list of the border areas , permission for shooting in which may take a little longer than three weeks.

5. Until now after the approval of the script, at the time of shooting the film, a liaison officer drawn from one of the media units of the Ministry of information & broadcasting, has usually been attached with each filming unit to ensure that the filming does not deviate from the approved script. In addition, the filming unit or the producer was required to show the film to a representative of the Ministry of Information & Broadcasting, or one of India's missions abroad, before releasing it anywhere in the world. Both conditions have been seen as being unduly restrictive by foreign filming teams. Considering that many subjects of the films are innocuous, it has been decided to apply these conditions by exception rather than as a rule. Accordingly it has been left to the expert scrutinising the script to advise whether the appointment of a liaison officer is required in any particular case and/or whether the script is such that the film should be seen before it is released anywhere in the world.

6. The issue of visas of the foreigners coming into the country for the purpose of shooting of films has been separated from the script clearance and permission for shooting and would follow normal visa procedures. Therefore, unlike in the past, the Indian missions would not need to be approached for visas after getting an approval from the Ministry of Information and broadcasting. Indeed the application for visas to the Indian Embassy concerned can be made simultaneously by the applicant at the time of applying for shooting permissions to this Ministry.

7. We will appreciate wide publicity of the revised procedure and the efforts made by the Government to facilitate speedier clearances for foreign film teams desirous of shooting in India. We shall also be grateful to receive your feedback on how the revised procedures fares in practice as also how it is received by persons wishing to shoot films in India.

With regards,

Yours faithfully

[Anjuly Chib Duggal]
Joint Secretary (Films)
Tele. # 2338 4453
FAX # 2338 7823

For Community radio Station

SHOOTING OF FOREIGN FEATURE FILMS IN INDIA

A STEP-BY-STEP GUIDE

The Government of India invites foreign film teams to shoot their films in India – a country with locations of untold beauty. We have also simplified the procedure for shooting of films by foreigners in India and also ensuing paragraphs, we hope, will answer all your questions regarding the procedure to apply for shooting permission.

WHAT SHOULD ACCOMPANY YOUR APPLICATION?

- You need to send us a simple letter, telling us of your intention to shoot in India, mentioning the dates of shooting, particulars of the cast and crew, and your chosen locations. Please address your letter to the relevant address a month before your planned shooting schedule, and enclose four copies of the final, detailed shooting script, a draft/cheque for US\$ 225 drawn in favour of pay & Accounts Officer, Ministry of I&B, (MS), New Delhi (that is a fee for scrutiny of the script), detailed shooting locations and particulars regarding the cast and crew coming to India. No fee is required for shooting documentaries in India.

- Should you wish to bring your own shooting equipment, please send us a list of the equipment to be temporarily imported. This will enable us to make a recommendation to the customs authorities to exempt the temporary import from customs duty.

- Your permission to shoot will normally not take more than three weeks to process. The permission letter issued by the Government of India will facilitate your permission from other local authorities, which may, in some cases, need to be obtained directly from these authorities.
- In case any living personality is portrayed in the film as a Character, we suggest that you share the script with that personality or his/her legal heirs, before beginning the shooting. And obtain a 'No Objection Letter'. This letter will expedite the clearance of your application, and also guard against the possibility of any defamation or libel suits.
- If you propose to shoot your film as a co-production, a copy of the agreement between your company and the Indian party indicating the role of each party, its responsibilities and liabilities, must accompany the application.
- If your film requires shooting in the scenic but sensitive areas of Jammu & Kashmir, the North Eastern India or border belts, and your application will be considered for specific approval in consultation with the Ministry of Home Affairs. In such cases, you would need to allow more time to process your application.

WHAT THE INDIAN MISSION IN YOUR COUNTRY WILL DO FOR YOU

- Do submit the detailed particulars of all the members of the shooting team, to the Indian Mission in the country from which they would be departing for India at the time, indicating your intention to shoot in India. Our mission will issue them Visas in the normal course.

OTHER THINGS THAT MAY WANT TO KNOW

- An expert from a panel constituted by us for this purpose will scrutinize your script. If considered necessary, to facilitate the shooting, a liaison officer may be attached to a film shooting team. This officer will help you to get local clearance, and provide an interface with any local institutions. Where a liaison officer is so attached to the shooting team, Government of India will bear his expense. In exceptional cases you may need to show the completed film to a representative of the Government Of India, in India or in an Indian Mission abroad, before its release anywhere in the world. This requirement will apply only to films made on subjects of political, religious or socio cultural sensitivity, and is focused on ensuring that the film has been shot in accordance with the scrutinized script and that the film has nothing objectionable from the point of view of presentation of a correct and balanced perspective on the topic covered.

- During the shooting of the film if it is felt that any material changes or deviation from this Ministry before shooting these scenes.

✓ SEND YOUR APPLICATION FOR SHOOTING FEATURE FILMS/ TELEFILMS IN INDIA TO :

THE MINISTRY OF INFORMATION AND BROADCASTING

GOVERNMENT OF INDIA

'A' WING, SHASTRI BHAVAN

NEW DELHI – 110001

✓ SEND YOUR APPLICATIONS FOR SHOOTING DOCUMENTARIES IN INDIA TO:

THE MINISTRY OF EXTERNAL AFFAIRS

(EXTERNAL PUBLICITY DIVISION)

GOVERNMENT OF INDIA

'A' WING, SHASTRI BHAVAN

NEW DELHI – 110001

To

The Secretary,
Ministry of Information and Broadcasting
Government of India,
New Delhi.

Sub:

Sir,

With reference to the Ministry of Information and Broadcasting's letter No dated We hereby give the following undertakings:-

- (i) Shooting of the film will be done in locations in India in accordance with the script as approved by the Government of India. If we consider any material changes are necessary in the script, we shall obtain, the prior approval of the Government of India for such

changes.

- (ii) We shall furnish the detailed particulars of the members of the Shooting team and the exact locations where the shooting would take place in India at least one month in advance of the arrival of the team in India. We note that prior approval of the Government of India is necessary for fixing of locations for shooting in certain areas.
- (iii) We note that in the case of assistance to be obtained from other Ministries such as Defence, Education etc. separate agreements as stipulated by these Ministries, are required to be signed with them.
- (iv) We shall shoot the film only in the presence of a Liaison Officer where attached to the team by the Ministry of Information and Broadcasting.
- (v) We accept that part of the Liaison Officer's duty will be to ensure that nothing detrimental in the depiction of India or the Indian people shall be shot or included in the film. In the event of any disagreement arising between the team and the Liaison Officer in this respect, the matter will be immediately referred to the Ministry of Information and Broadcasting whose decision will be final. We shall Ensure that India's security interests are not compromised in any manner.
- (vi) We undertake to show our completed film to the representative of the Government of India/the Indian Mission in*_____ for scrutiny if recommended by the Ministry of I&B and we further undertake to delete and destroy the portions of the film that may be found objectionable on such scrutiny by the Government of India, before the film is utilized for public exhibition anywhere in the world.
- (vii) After the shooting of the film is completed in India we shall provide, in duplicate, to the Ministry of Information and Broadcasting a narrative report about the details of shooting done in India.

Yours truly,

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