

PROCEDURES FOR FILMING/ PHOTOGRAPHY IN INDIA & APPLICATION FORM

1. Prior authorisation of the Indian Government is mandatory for any audio-visual reporting/ shooting of non-fiction reportages or documentary films/ video or photography, internet publication/ new medias, **regardless of their subject, category or duration**. These include videos or images for web-sites, web magazines, documentary films, reportages, institutional or educational films, television commercials and publicity, or any other visual or audio-visual report that may be used for public diffusion or telecast.

2. **All pages** of the filming application form have to be printed on the letter-head paper of the company/ association/ production agency. **The Undertaking, on letterhead paper, has to be duly signed, dated and stamped**. The scanned copy in colour of the duly filled application form and Undertaking have to be submitted to the Embassy of India Paris by **e-mail only** for processing, after being duly filled by the concerned production agency or individual, and should contain the following information in the order indicated:

- Application Form
- Undertaking
- Detailed Synopsis
- Itinerary (Ports of entry and exit from India to be indicated)
- Bio-profile of the journalist/ film-director
- Brief presentation of the production agency

List of crew-members giving the following details:

- (a) Name and surname as featuring in the passport
- (b) Contact coordinates - telephone & e-mail
- (c) Profession
- (d) Nationality
- (e) Date and place of birth (**Day/ Month/ Year**)
- (f) Passport number & validity

3. The usual processing time takes around **15 working days** from the date of receiving the application. Please note that is only indicative and not a guarantee of the clearance being issued. However, it is underlined that the processing time is approximately **8 to 12 weeks** if the filming proposal involves **(a) sensitive issues or if the itinerary includes restricted/ protected/ prohibited or vulnerable zones, reserve forests** **(b) underwater or aerial filming**, as these cases all require prior and mandatory clearance from different Ministries and authorities in India.

4. Applications for aerial filming are to be submitted to the Directorate General of Civil Aviation, under intimation to the Embassy of India, Paris. Information is available on the website www.dgca.nic.in/forms.

5. Please note that filming authorisation will be indicated on the visas of the filming crew, therefore no visa can be accorded before the clearance is issued.

6. The Embassy of India, Paris cannot be held responsible for delays in the issuance of authorisation, or for refusal of visas due to Consular reasons. This is for your information.

7. **Mr. Avinash Kumar Singh, Head of Wing (Press, Information & Culture)**
Embassy of India
13-15 rue Alfred Dehodencq
75016 Paris.

Scanned copies of the filming application are to be **sent by mail to:**

pic.paris@mea.gov.in & pic03@ambinde.fr , Tel. 0140505020

APPLICATION FOR FILMING/ NON- FICTION FILMS IN INDIA
(Or PHOTOGRAPHY/ MULTIMEDIAS)

1. Title of the documentary:

2. Producer of the film/ name of the film producing agency:
Organization:
 - (a) Contact details (Address, telephone, fax, email:

3. Documentaries / publicities made earlier by applicant:
(To be submitted on separate sheets if required)

4. Documentaries shot earlier in India (if yes, details):
(To be submitted on separate sheets if required)

5. Has applicant ever been refused permission for filming in India?

6. If any pre-filming visit is intended (*répérage*):

7. If the documentary meant for public telecast/ diffusion:
If so, name of the television channel(s):

To separately attach the following:

- Undertaking
- Synopsis (story board, publicity descriptive)
- Itinerary (exact shooting locations) and dates of filming
- List with full details of crew members (including passport details)
- List of professional cinematic material

Place:

Date:

(Name/ surname)
Signature and Stamp

UNDERTAKING

(To be printed on the letterhead of the production company))

With reference to my/ our application to shoot an audiovisual document in India, I/We hereby undertake to abide by the regulations of the Government of India governing the making of such films.

I/We agree to the **attachment of a Liaison Officer** during the entire duration of filming in India if the Government of India or a State Government finds it essential to appoint such a liaison officer. In the event of a Liaison Officer being attached, I/ we agree to meet the expenses for travel and stay of the Liaison Officer concerned.

I/We agree that where **archaeological** monuments are concerned, we would furnish the application in the requisite proforma with script/synopsis of the subject and the content of the film, and further agree that the decision of the Archaeological Survey of India on filming of such monuments will be final. I/We agree that the team will follow the advice of the appropriate officer of the Archaeological Survey of India's office nearby or those on the spot, where so empowered by the appropriate officer.

I/We also undertake to show the film to a representative of the Government of India at least two weeks before final telecasting/screening, furnishing in advance a full translation in English of the commentary, where required. I/We further agree to work constructively with the Government of India representatives to remove deviations, if any, from the approved treatment/ script of the film and thereby achieve a balanced and accurate exposition of the theme.

Dated.....

Name & Signature of the Producer:

At:.....

Name & Signature of the leader of the filming team: