

FILMING PROCEDURES IN INDONESIA

Foreign companies intending to produce films in Indonesia is obligated to do the following:

1. The relevant foreign company must submit an application to the Department of Culture and Tourism, c.q. the Directorate of Film, through any Indonesian Representative office in its respective country. The application shall have the following attachments:
 - a. Data of the corporation, the crews, and their positions;
 - b. Copies of passports of the foreign personnel involved;
 - c. Synopsis of the project to be filmed;
 - d. Schedule and locations of shooting;
 - e. List of equipments to be brought in to Indonesia, accompanied with statements of intention to re-export the equipments upon completion of the film production.
2. Each application is subject to administrative examination by the Department of Culture and Tourism, based on which the application shall be granted or refused. The evaluation team will be comprised of officers representing the Department of Foreign Affairs, the Department of Laws and Human Rights, the Department of Culture and Tourism, and other related authorities.
3. In this regard, the Department of Culture and Tourism, c.q. the Directorate of Film will be the issuer of permits for filming in Indonesia, and will provide assistance during the production of the film in Indonesia.
4. Approval or refusal of such application shall be decided at the latest 7 (seven) working days after the completion of all requirements.
5. For filming in certain areas, the Directorate of Film may require the foreign company to be accompanied by an appointed supporting team, to ensure the smoothness of the film production. These areas are to be determined by the Directorate of Film.
6. The foreign company is obligated to submit a copy of the film produced in the form of Betacam video cassette, to the Government of Indonesia, c.q. the Department of Culture and Tourism, to be used for non-commercial purposes only.
7. Crews of the foreign companies, while conducting activities within the jurisdiction of Indonesia, is required to respect the local norms and traditions, as well as to comply with the prevailing laws and regulations.

*Directorate of Film
Department of Culture and Tourism
of the Republic of Indonesia*

**DEPARTMENT OF CULTURE AND TOURISM
OF THE REPUBLIC OF INDONESIA.**

STATEMENT

To Complete our application for film/video shooting permit in Indonesia, We hereby declare that We Shall :

1. Obey all regulations of the Government of the Republic of Indonesia (both central and Provincial Government).
2. Report on our arrival to the Department of Culture and Tourism c.q. the Directorate of Film in Jakarta to obtain details of central and local rules before filming begins.
3. Be accompanied, without exception by liaison officer appointed by the Department of Culture and Tourism, and bear all expenses namely : board, lodging transportation and daily allowance for the duration of filming.
4. Shooting should be made only in accordance with the approved script/synopsis and object/location as set out in the shooting permit issued by Department of Culture and Tourism.
5. Not to film forbidden objects/locations or represent information in any way that is harmful to the Republic of Indonesia.
6. Bear all expenses towards taking objects/locations which have specific rules and if it is necessary, additional expenses will also be borne.
7. Re-export all our shooting equipments at our own expense upon completion of filming and bear all related costs.
8. Submit 1 (one) copy of the release film/video to Department of Culture and Tourism c.q. The Directorate of Film through the Embassy of the Republic of Indonesia/Consulate General of the Republic of Indonesia which may be used of the discretion of the Government of the Republic of Indonesia for non-commercial purpose based on the National interest in Indonesia and abroad.

Date,

NAME OF COMPANY

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SIGNATURE,

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ADDRESS, PHONE/FAX NUMBER

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