

1. **Item code. Indicate, according to the following list, the code of the service to which the expense relates.**

**AUDIOVISUAL SERVICES (SA)**

- 1 Technician & Artistic Crew
- 2 Cast and extras
- Equipment Rental
- 3 (Includes camera and accessories rental, lighting and grip package, generator and sound rental, etc)
- Management Expenses
- 4 (Includes utilities, office, furniture & office's equipment rental, insurance, completion bond)
- 5 Location rental and permits
- 6 SFX Services
- 7 Art rentals & services (Art, costume, make-up, set design, props)
- 8 Production fee
- 9 Postproduction services
- 10 Sound postproductions services
- 11 Original music composition
- 12 Original music production
- 13 Other cinematographic services

**AUDIOVISUAL LOGISTICS SERVICES (SLA)**

- 14 People Air transport
- 15 Other people's transport different than air
- 16 Freight and courier
- 17 Hotel expenses
- 18 Catering
- 19 Other expenses not subject to incentive / compensation

2. **Fill in the value of the invoice or collection account as long as it complies with all the requirements of the PPAs and the MAR.**

**If the invoice does not meet the prerequisites, fill in 0**

**In the case of invoices with percentages that meet, and others that don't, fill in only the value that meets the prerequisites.**

3. **For reimbursement FFC, if applicable for a expense in Audiovisual Services, input 40%. If applicable for Logistics Audiovisual Services, input 20%. If it is a not subject expense, input 0%**

**For CINA, if applicable for a expense in Audiovisual Services, input 35%. If it is a not subject expense, input 0%.**

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