

NMFO VENDOR FORM

Jan. 2014 ver1b

Vendors Providing Goods & Equipment

This form was established to assist Production Companies applying for the Refundable Film Production Tax Credit with vendor qualifications. For all details, visit the "Vendors" link under "Refundable Tax Credit" at nmfilm.com.

PART ONE: PHYSICAL PRESENCE

This section assists Production Companies in determining if physical presence requirements have been met by contracted vendors:

Local Vendor Name: _____

Local Phone, Email and Website: _____

Local Contact (Name, Title, Phone, Email): _____

Local Address: _____

CRS Tax ID: _____ Years in Business (NM only): _____

Describe Ordinary Course of Business: _____

Most Utilized Service Provided: _____

Craft Departments Served: _____

Inventory for Purchase or Lease at Business Address: _____

Physical location of NM Business Sign: _____ Hours of Operation: _____

Number of resident Owners & Employees: _____ Number of Full Time Employees: _____

If Applicable, Address of Parent Company: _____

I declare that I have completed this document to the best of my knowledge and verify that it is true, correct and complete:

Authorized Representative of Vendor:

Signature/Printed Name, Title & Date

continue ➡

PART TWO: OUTSOURCING OUT-OF-STATE GOODS OR EQUIPMENT*

This section assists the NMFO when Production Companies are planning to use a General Production Services Vendor to outsource goods or equipment. The NMFO must determine if reasonable efforts were initially made by the Production Company to contract Specialized Vendors with like-inventory to outsource goods or equipment.

Description of Goods or Inventory Required by Production: _____

Business Name and Address of Subcontractor (include website if applicable):

Would the Production Services Vendor receive the shipment and provide insurance coverage?
YES or NO

If utilizing a Production Services Vendor without goods or equipment related to the Production Company’s request for sale or lease at their local place of business, provide three (3) bids from in-state specialized vendors with like-inventory:

<i>Date/Time</i>	<i>Company</i>	<i>Contact</i>	<i>Title</i>	<i>Phone</i>	<i>Conclusion</i>

I declare that I have completed this document to the best of my knowledge and verify that it is true, correct and complete:

Authorized Representative of Production Company:

Signature/Printed Name, Title & Date

***Definitions:**

(1) **Outsourcing** means a local vendor with physical presence provides goods or equipment from out-of-state and that vendor is a like-business and has similar inventory to that of the subcontractor.

(2) **Like-inventory** means the goods or equipment provided by the (out-of-state) subcontractor relate to the (local) vendor’s ordinary course of business and inventory at place of business; and both the outsourced and the local inventory are utilized by and for the same craft department as the inventory that is outsourced.

(2) A **General Production Services Vendor** has physical presence and (a) does not specialize in one industry service; (b) provides goods or equipment for more than one craft department; and, (c) if applicable, leases or sells all types of production industry equipment or goods. The Production Services Vendor mission is to support and service this industry; and, if (a) the outsourced goods and equipment they will be providing are described in their established service contract with the Production Company; and, (b) local businesses with like-inventory (to the request) are not available or do not exist in-state, then the services vendor does not have to have like-inventory at their local place of business provided a NM Vendor Form is completed and reviewed by the NMFO.