

newmexicofilmmoffice

NMFO PRODUCTION PRE-PRODUCTION MEETING AGENDA

New Mexico continues to offer one of the most competitive incentives package in the industry which includes a 25% or 30% Refundable Film Production Tax Credit and the Film Crew Advancement Program. An additional 5% can also apply to qualifying productions (in particular situations).

➤ [Introductions](#)

Project registration review

- [NMFO to review/confirm](#) information provided by production
- [Press Release](#): an approved press release must be released from NMFO before principal photography begins.
 - Extra Casting / Casting Calls
- [Film Crew Advancement Program \(FCAP\)](#): This program serves as an incentive for participating companies to provide job opportunities to New Mexico residents who are ready to move up within their department or are adding a new skill set. Phase I for FCAP must be completed through the online portal before principal photography begins. Please send the federal W-9 form to rochelle@nmfilm.com soon as possible.
- [Giveback opportunities](#): 2.5% give back requirement and giveback options
- [Daily call sheets and one-liners](#) emailed to nm.film@nmfilm.com

Tax Credit submission process

- Need [confirmation letter](#) from production
- Send NMFO [updated forms](#) (i.e. project registration forms, NRCE/giveback form, etc.)
- [Stats Form](#): Must be completed entirely at production wrap and will be sent back to the production if not complete.
- Copy of the [New Mexico Taxation and Revenue tax credit application](#): <http://www.tax.newmexico.gov/Tax-Professionals/film-production-tax-credit.aspx>.
- [End Credit](#): Per SB 2 - page 42 and page 43: Section 7-H: A production for which the new film production tax credit is claimed pursuant to Paragraph (1) of Subsection B of this section shall contain an acknowledgment to the state of New Mexico. Unless otherwise agreed upon in writing by the film production company and the division, the acknowledgment shall be in the end screen credits that the production was filmed in New Mexico and a three-second static or animated state logo provided by the division shall be included and embedded in the following: (1) end screen credits before the below-the-line crew crawl for the life of the project of long-form

narrative film productions; and (2) body of the program for the life of television episodes, the placement of which shall be: (a) in the opening sequence; (b) as a bumper into or out of a commercial break; or (c) in a prominent position in each single project's end credits with no less than a half screen exposure, but not covering content."

- [CLICK HERE](#) for NMFO logo
- In addition to the logo, there must be a written acknowledgement (required for all projects). Accepted examples are as follows: "Filmed on Location in the State of New Mexico" or "Thank You to the State of New Mexico,".
- Requests to use an alternative must be emailed to nm.film@nmfilm.com

➤ [Questions for NMFO?](#)

➤ [NMFO to turn the meeting over to NMTRD team](#)

Other important information:

- [Child Labor Law](#): Children in New Mexico may be employed by production companies under special guidelines. It is the responsibility of the employer to obtain a child performer pre-authorization certificate before employment begins. The employer must be able to provide a copy at the work site when requested to do so.
- [Locations and permits](#): Search 60,000 photographs of over 8,000 locations in New Mexico by using our online database and view information on permits.
- [NMFO online industry directory](#): NMFO has an extensive on-line industry directory of film friendly vendors and NM crew.
- [State Buildings](#): The New Mexico Film Office facilitates location use of many state buildings and properties throughout New Mexico that are not subject to location fees. These properties house several different state agencies that are all managed by the Facilities Management Division of General Services Department (GSD). Certain restrictions apply, and in some instances, security and personnel fees may be required.
- [Statewide Liaisons](#): Throughout the State, the NMFO works with many individuals with local knowledge and relationships who assist with a variety of industry activities. These activities may include searching for local filming locations (scouting), relaying location information, submitting location photographs, collecting statistics, securing permits and facilitating production and community relations.
- [Unions](#):
 - IATSE Local 480: Liz Pecos - lizpecos@iatselocal480.com
 - Teamsters Local 492: Melissa Malcolm - mmalcom@teamsters492.org
 - IATSE Local 600: Patrick Delaney - pdelaney@icg600.com
 - DGA: Jill King - jking@dga.org
 - SAG●AFTRA NM: <https://www.sagaftra.org/new-mexico/about-our-local>

Contact Information:

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NMFO Incentive Email: nm.film@nmfilm.com

New Mexico Taxation and Revenue Department (NMTRD) – Film Credit Unit

NMTRD ACD team: TRD-FilmCredit@state.nm.us or 505-795-1735

*Contact ACD for questions related what expenditures qualify, vendor checks, residency questions and the RPD-41381 form.

NMTRD RPD team: businesscredit.mgr@state.nm.us or 505-827-0792

*Contact RPD for questions relating to the RPD-41228 form, filing your tax form and questions about payout. Please note e-filing will process your return faster. Click here to start the process: <http://tax.newmexico.gov/online-services/>