



Film Incentive Program

Key Documents & Deadlines

The dates and deadlines listed below are imperative to successfully receiving your film incentive.

1. Commitment Letter:

The commitment letter states the key terms the contract will include. You have seven (7) days of receiving the commitment letter to sign and return.

2. Contract:

The contract is created after the commitment letter has been signed. The Contract Manager at the Governor's Office of Economic Development will send the contract to the main film contact through DocuSign. You have thirty (30) days to review and sign the contract.

3. Commencement & Completion Dates:

These key dates are the FIRST and LAST day of spend activity in Utah, as defined by the dates you submitted in your application. Only activity taking place within the Commencement Date and Completion date will be considered as [Dollars Left in State](#) **If for any reason, you need to adjust these dates, you MUST contact the Film Commission office PRIOR to the completion date.

4. Film Incentive Request Submission Deadline:

This is the date that your incentive request is due. This deadline is 90 days after the Completion Date.

5. Agreed-Upon-Procedures

You must work with a licensed [Utah CPA](#) to assess your full spend in Utah and submit the Agreed-Upon Procedures through the online portal. You can find a full breakdown of how and what to submit [HERE](#). If you, your accountant or your CPA have questions about your incentive request submission, please email Laraib Sial (lsial@utah.gov), with the GOED Compliance Team for assistance.



Production

COVID-19 Guidelines

Find the most updated COVID guidelines for Utah here on our [website](#).

Green Production

We encourage you to take steps toward a greener film set. You can find links to Green Production resources such as recycling and water delivery on our website [HERE](#).

Providing a Safe Set

All incoming productions must have a harassment policy in place for their production. If you don't have one, please refer to these [RESOURCES](#). If you do have a harassment policy in place, please send a copy to film@utah.gov.

Utah Film Directory

Utah is filled with professional crew, services, and vendors that can support your production. You can search online for the people or resources you need in our [Utah Film Directory](#).

We have also partnered with [Fade to Black Productions](#) to train newcomers to the film industry. If you are looking for PAs, we encourage you to hire those that have completed our [certification program](#).

Resources



Marketing

Below are all Marketing & PR deliverables that are part of the Film Incentive Program. Once available, please provide the following assets or information for your production so we can help promote the release and your experience filming in Utah.

- Screen capture of the Utah Film Commission recognition credit
 - Contact Christina Martin, Marketing & Communications Manager, at cmmartin@utah.gov for the Utah Film Commission logo. Please also add the following language above or below the logo:

**Filmed on location in Utah
with special thanks to the State of Utah Governor's Office
of Economic Development and the Utah Film Commission**

- Access to behind the scenes footage, interviews and/or still photography (if available)
- 5 promotional photos from the production
- Poster (digital file preferred)
- DVD and/or digital copy of the production
- Release Date (Theatrical, TV, Digital or DVD)
- Trailer/Teaser
- Social Media channels associated with the production
 - While you are filming in Utah, we encourage you to share photos from the set using **#FilmUtah** or tag us on Facebook ([@film.utah.gov](https://www.facebook.com/film.utah.gov)), Twitter ([@Film_Utah](https://twitter.com/Film_Utah)) or Instagram ([@utahfilm](https://www.instagram.com/utahfilm))
- Other promotional efforts