

**USER GUIDE FOR  
SUBMISSION OF NEW TITLES  
FOR DISTRIBUTION**

**For Non-Profit Use  
(‘NA’)**

## **New Title Submission for Non-Profit Use**

### **Definition**

- 'NA' submissions are for classification of a new title meant for non-profit distribution.

### **Fees and Service Standards**

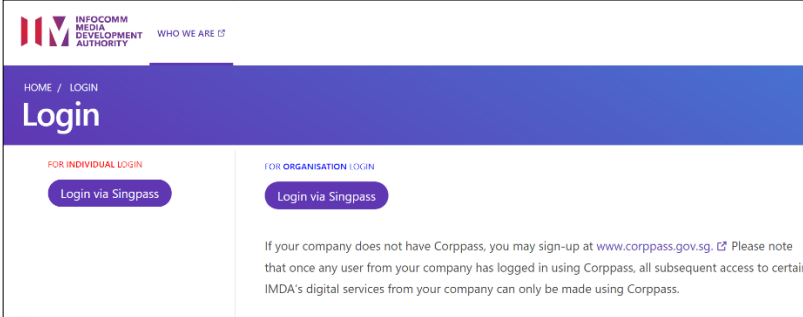
- The classification fee is \$2.50 per half an hour or part thereof.
- 'NA' submissions will be classified within 40 working days.
- Applicants must ensure that their applications and submitted materials meet the requirements of the Submission Guidelines.
- The guidelines can be found on the IMDA website and the IMDA Online e-Services webpage.

## Select the e-service

ARTS ENTERTAINMENT CLASSIFICATION FOR CAT 1 OR AD-HOC PUBLIC ENTERTAINMENT LICENCE FILM CLASSIFICATION FOR PUBLIC EXHIBITION FILM CLASSIFICATION FOR DISTRIBUTION FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT* FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT* REGISTERED CONTENT ASSESSOR (RCA) SUBMISSIONS VIDEO GAME CLASSIFICATION PUBLICATION SUBMISSION	<div style="border: 1px solid red; padding: 2px;"> <b>Submission Of New Titles (NA)</b>          Submission of the first or master copy of a film. For non-profit use only.       </div> <b>Submission Of Classified Titles With New Extra Features (NEF)</b> Submission for titles which comprise a main feature identical to a version already classified by IMDA, and extra features that have not been classified before. IMDA will only classify the extra features. For non-profit use only.
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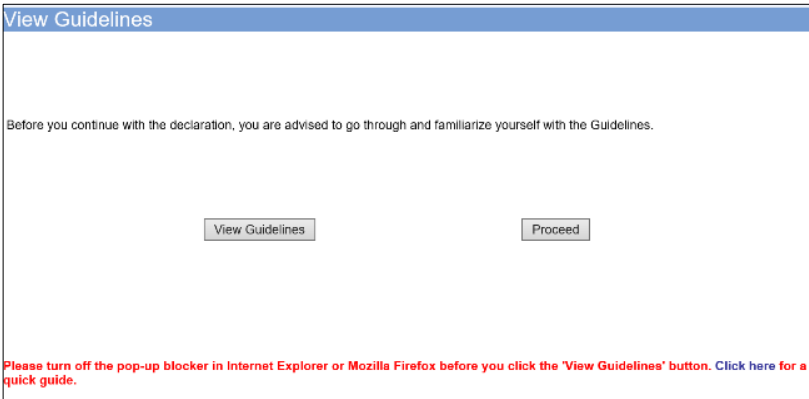
### Step 1:

At the Online Services page, under the **Film Classification for Distribution - Non-profit**, select Submission of New Titles (NA)



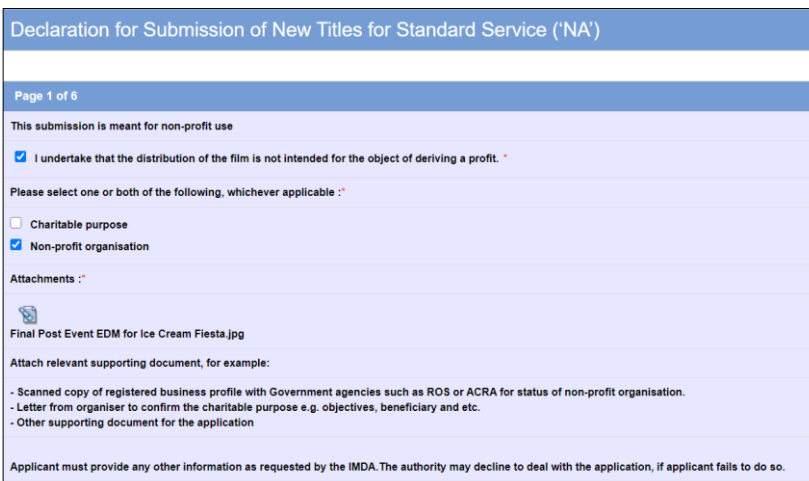
### Step 2:

- Select either 'For Individual Login' or 'For Organisation Login'
- Enter your security credentials to complete the sign-in



### Step 3:

- You may read the guidelines or;
- Proceed with the submission



### Step 4:

- Declare to undertake and select the purpose of submission
- Attached the required supporting documents
- Select 'Next'

Declaration for Submission of New Titles for Standard Service ('NA')

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**General Information**

Company Info

Organisation ID: [REDACTED]

Organisation Name: MOBILE PLATINUM LIMITED PARTNERSHIP

Email Address: [REDACTED]

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Address Details

Block No: [REDACTED]

Street Name: CLEMENTI AVENUE 3

Floor No: [REDACTED]

Building Name: [REDACTED]

Postal Code: [REDACTED]

Tel No: [REDACTED]

Fax No: [REDACTED]

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Filer Particulars

Person NRIC No.: [REDACTED]

Person Name: \* JEFF CHENG GUANG YAO

Mobile No: \* [REDACTED]

Email: \* [REDACTED]

**Step 5:**

- Verify your details and input contact number and email address
- Select 'Next'

Declaration for Submission of New Titles For Standard Service ('NA')

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Fields marked with\* are mandatory. Indicate 'N/A' or '0' where not applicable

**Submission Information**

Submission Details

Format: \* DVD

Type: \* FEATURE  Box Set

Nature of event/activity \* Non-Profit Organisation Distribution

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Set Details

No. of Pieces: \* 1

**Step 6:**

- Select media format type and submission type
- Input the 'Nature of Event/Activity' such as purpose of submission
- Indicate the number of pieces (eg. Disc A and Disc B = 2 pieces)
- Select 'Next'

Declaration for Submission of New Titles for Standard Service ('NA')

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Fields marked with \* are mandatory. Indicate 'N/A' or '0' where not applicable

**Title Details 1 of 1**

Title *	SESUCI LEBARAN
Romanised Title	BLESSED CELEBRATION
"Also Known as" title	
Director *	M. RAZALI
Language *	Malay & Bahasa Indonesian
Sub Language	
Ownership Type *	TITLES IMPORTED WITH CONSENT OF COPYRIGHT HOLDER
Main Feature Running Time (in minutes) *	90
Bonus Feature Running Time (in minutes)	0
Remarks	
Attachments	

Following special characters are not allowed : "< > \* & % ( ) [ ] { } ' " and %"

**Step 7:**

- Input the Title & Director's Name
- Select the Language, Sub Language (if any) and Ownership type
- Input the running time in minutes

Declaration for Submission of New Titles for Standard Service ('NA')

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Confirm Submission

List of Submissions

Type	Main Title	Titles	No. of Pieces	Episode No.	Delete	
Feature	NA	SESUCI LEBARAN	1	N.A	Delete	Edit the Submission

I undertake to pay the related prescribed fees.

I declare that:

(a) all the information given in this application form is true and correct and I am aware that legal action may be taken against me if I had knowingly provided false information; and

(b) any film to be submitted to the IMDA is complete and complies with the Submission Guidelines.

I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced from IMDA Online.

Continue Another Submission Submit

**Step 8:**

- If you have another title to submit, please select 'Continue Another Submission'
- If you are done, select the declaration checkbox and select 'Submit'

NA Submission Receipt


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In-Receipt No.	NA/2011/I000029T
No. of Pieces	1
Title	SESUCI LEBARAN

Print

**Last Step:**

- Each title submitted will be issued with an In-Receipt Number.
- Click on [Print] to print or save the PDF copy



**DECLARATION FOR 'NA' SUBMISSION**

**SUBMISSION SUCCESSFUL**

Submission Date: 23/11/2020  
Submission Time: 04:57:23 PM

Thank you for your online submission.

Please email to Customer\_Service@mda.gov.sg with your In-Receipt number to make an appointment to submit the physical media to the IMDA within 2 working days from the date of this online submission.

This submission will be deleted if no media is received by the IMDA within 2 working days.

**APPLICANT INFORMATION**

Name: JEFF CHENG GUANG YAO  
Licence No./Organisation ID: [REDACTED]  
Company Name: MOBILE PLATINUM LIMITED PARTNERSHIP

**'NA' SUBMISSION DETAILS**

I, JEFF CHENG GUANG YAO, am authorised by MOBILE PLATINUM LIMITED PARTNERSHIP, declare that the film (s) (described below) is/are Titles Imported With Consent Of Copyright Holders.

I undertake that the distribution of the film is not intended for the object of deriving a profit.

In-Receipt No.: NA/2011/I000029T	MOBILE PLATINUM LIMITED PARTNERSHIP
No. Of Pieces: 1	Format: DVD
	Feature Serial: Feature

Title: SESUCI LEBARAN  
Romanised title: BLESSED CELEBRATION  
Language Description: Malay & Bahasa Indonesian

I undertake to pay the related prescribed fees.

I declare that:

(a) all the information given in this application form is true and correct and I am aware that legal action may be taken against me if I had knowingly provided false information; and

(b) any film to be submitted to the IMDA is complete and complies with the Submission Guidelines.

I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced from IMDA Online.

*All physical media not claimed after one month from the date of notification of classification decision will be disposed by the IMDA and all outstanding payment must be made good to the IMDA.*