

**USER GUIDE FOR
SUBMISSION OF FILMS WITH
PARTY POLITICAL CONTENT
FOR DISTRIBUTION**

**For Non-Profit Use
(‘NP’)**

Submission of Films with Party Political Content for Non-Profit Use




Definition

- 'NP' submissions are for classification of films made by or on behalf of a political party, or containing any party political content meant for non-profit distribution.

Fees and Service Standards


- The classification fee is \$2.50 per half an hour or part thereof.
- 'NP' submissions will be classified within 30 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	Submission Of Titles For Re-classification (NRA) Submission to re-classify titles that have been classified previously by IMDA. For non-profit use only.  Submission Of Films With Party Political Content (NP) Submissions of films made by or on behalf of a political party, or containing party political content. For non-profit use only.  Status Enquiry for Film Submission Enquiry on the status of an application that has been submitted to IMDA. Applicant may use the In-Receipt Number, Title or Submission Date for enquiry.  User Guide
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Step 1:

At the Online Services page, under the **Film Classification for Distribution – Non-Profit**, select Submission of Films with Party Political Content (NP)


WHO WE ARE
 HOME / LOGIN

Login

FOR INDIVIDUAL LOGIN
[Login via Singpass](#)

FOR ORGANISATION LOGIN
[Login via Singpass](#)

If your company does not have Corppass, you may sign-up at www.corppass.gov.sg. Please note that once any user from your company has logged in using Corppass, all subsequent access to certain IMDA's digital services from your company can only be made using Corppass.

Step 2:

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

View Guidelines

Before you continue with the declaration, you are advised to go through and familiarize yourself with the Guidelines.

[View Guidelines](#)
[Proceed](#)

Step 3:

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

Declaration for Submission of Films with Party Political Content ("NP")

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This submission is meant for non-profit use


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

Please select one or both of the following, whichever applicable :-*

☐ Charitable purpose

☒ Non-profit organisation

Attachments :-*

 Queue.pdf

Attach relevant supporting document, for example:

- Scanned copy of registered business profile with Government agencies such as ROS or ACRA for status of non-profit organisation.
- Letter from organiser to confirm the charitable purpose e.g. objectives, beneficiary and etc.
- Other supporting document for the application

Applicant must provide any other information as requested by the IMDA. The authority may decline to deal with the application, if applicant fails to do so.

Step 4:

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

Step 5:

- Verify your details and input the filer's contact number and email address
- If the applicant is different than the filer, input all required particulars in the field provided
- Select 'Next'

Submission Details	
Organisation ID:	
Organisation Name	MOBILE PLATINUM LIMITED PARTNERSHIP
Address Details	
Block No:	
Street Name:	CLEMENTI AVENUE 3
Floor No:	
Building Name:	
Postal Code:	
House Tel No:	
Fax No:	
Filer Particulars	
Person NRIC:	
Person Name : *	JEFF CHENG GUANG YAO
Mobile No: *	
Email: *	
Applicant Particulars <input checked="" type="checkbox"/> Applicant same as Filer	
Name of Applicant *	JEFF CHENG GUANG YAO
NRIC/UEN *	
Block No. *	
Street Name *	CLEMENTI AVENUE 3
Floor No.	
Building Name	
Postal Code *	
Tel No. *	
Email *	

Declaration for Submission of Films with Party Political Content ('NP')

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

Submission Information

Submission Details

Format: *

☐ Box Set

Nature of event/activity * (Ex. Party Conventions, Film Festival)

Set Details

No. of Pieces: *

Step 6:

- Select media format type
- Input the Nature of event/Activity
- Indicate the number of pieces (eg. Disc A and Disc B – 2 pieces)

Declaration of Submission of Films with Party Political Content ("NP")

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

Title Details 1 of 1	
Title *	GRASSROOTS EVENT 2020
Romanised Title	
"Also Known as" title	
Producer *	DESLI JIM
Director *	DESLI JIM
Language *	English
Sub Language	
Ownership Type *	TITLES IMPORTED WITH CONSENT OF COPYRIGHT HOLDER
Distributor *	DESLI JIM
Year of Production *	2020
Place of Production *	Singapore
Main Feature Running Time (in minutes) *	20
Bonus Features Running Time (in minutes)	0

Remarks

Following special characters are not allowed : "<" ">" "&" "<" ">" "<" ">" "<" ">" and "&"

Attachments

Information on Film

The film is made by or on behalf on a political party (please tick the relevant box): ☐ Yes ☒ No

The film is submitted by or on behalf of a political party (please tick the relevant box): ☒ Yes ☐ No

Name of political party: *

I submit that the film should not be regarded as a Party Political Film for purposes of the Films Act (Cap 107), and can be shown or distributed as (please tick the relevant box): *

☐ It is a film which records live the whole or a material proportion of any performance, assembly of persons or procession that is held in accordance with the law and that does not depict any event, person and situation in a dramatic way;

☐ It is a film designed to provide a record of an event or occasion that is held in accordance with the law for those who took part in the event or occasion or are connected with those who did so;

☒ It is a documentary without any animation and composed wholly of an accurate account depicting actual events, persons (deceased or otherwise) or situations, but not a film -

☐ wholly or substantially based on unscripted or reality type programmes; or

☐ that depicts those events, persons or situations in a dramatic way;

☐ It is a film without animation and dramatic elements -

☐ composed wholly of a political party's manifesto or declaration of policies or ideology on the basis of which candidates authorized by the political party to stand will seek to be elected at a parliamentary election; and

☐ made by or on behalf of that political party; or

☐ It is a film without animation and dramatic elements -

☐ composed wholly of a candidate's declaration of policies or ideology on the basis of which the candidate will seek to be elected at a parliamentary or presidential election; and

☐ made by or on behalf of that candidate.

☒ I have exercised editorial oversight and ascertained the accuracy of the statements in the film (please tick). *

Please provide any other information that may be useful for the assessment of the film. (Please indicate "N/A" if not applicable)

N/A

Step 7:

Declaration for Submission of Films with Party Political Content (NP)

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Confirm Submission
List of Submission

Main Title	Titles	No. of Pieces	Delete	View
N/A	GRASSROOTS EVENT 2020	1	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.

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.

[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'

NP Submission Receipt

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In-Receipt No. No. of Pieces Title	NP/2011/000021V 1 GRASSROOTS EVENT 2020
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[Print Receipt and Submission Form](#)

Please print the 'Submission Form' and attach it while submitting the physical copy of your submission to IMDA Counter. The form must be signed by the applicant. Each title being submitted must have a separate submission form

Last Step:

- Each title submitted will be issued with an In-Receipt Number.
- Click on [Print Receipt and Submission Form] to print or save the PDF copy
- 2 separate tabs will open for (a) Submission Receipt (b) Submission Form
- Submission Form (2 pages) must be printed and signed by the applicant and attach with the physical media to IMDA counter.

DECLARATION FOR NP SUBMISSION

SUBMISSION SUCCESSFUL

Submission Date: 23/11/2020
Submission Time: 05:57:18 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
License No./Organisation ID: [REDACTED]
Company Name: NATIONAL ARTS COUNCIL AND DEVELOPMENT AUTHORITY LIMITED

NP SUBMISSION DETAILS

I, JEFF CHENG GUANG YAO, am authorised by NATIONAL ARTS COUNCIL AND DEVELOPMENT AUTHORITY LIMITED, 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.: NP/2011/000021V

NATIONAL ARTS COUNCIL AND DEVELOPMENT AUTHORITY LIMITED

No. Of Pieces: 1

Format: DVD
Feature Serial: Feature

Title: GRASSROOTS EVENT 2020
Reviewed Title:
Language/Description: English

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.

Submission Form (Political Film)

Name of the Applicant: JEFF CHENG GUANG YAO
NRC / Unique Entity Number: [REDACTED]
Address: [REDACTED]

Contact Number: [REDACTED]
Title of Film: GRASSROOTS EVENT 2020
Year of Production: 2020
Place of Production: Singapore
Name of Producer: DESU JIM
Name of Director: DESU JIM
Nature of Event: GRC EVENT

The film is made by or on behalf of a political party (please tick the relevant box)

☐ A. Yes
☒ B. No

The film is submitted by or on behalf of a political party (please tick the relevant box)

☐ A. Yes
☒ B. No

I submit that the film should not be regarded as a Party Political Film for purposes of the Films Act (Cap 337), and can be shown or distributed as (please tick the relevant box)

☐ A. It is a film which records the whole or a material proportion of any performance, assembly of persons or procession that is held in accordance with the law and that does not depict any event, person or situation in a dramatic way.

☐ B. It is a film designed to provide a record of an event or occasion that is held in accordance with the law for those who took part in the event or occasion or are connected with those who did so;

☒ C. It is a documentary without any animation and composed wholly of an accurate account depicting actual events, persons (deceased or otherwise) or situations, but not a film -

i. wholly or substantially based on unscripted or "reality" type programmes; or

☐ D. It is a film without animation and dramatic elements -

i. composed wholly of a political party's manifesto or declaration of policies or ideology on the basis of which candidates authorised by the political party to stand will seek to be elected at a parliamentary election;

ii. made by or on behalf of that political party; or

☐ E. It is a film without animation and dramatic elements -

i. composed wholly of a candidate's declaration of policies or ideology on the basis of which the candidate will seek to be elected as a parliamentary or presidential election; and

ii. made by or on behalf of that candidate.

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Submission Form (Political Film)

☒ I have exercised editorial oversight and ascertained the accuracy of the statements in the film.

Please provide any other information that may be useful for the assessment of the film.

N/A

☒ I agree that, as part of the assessment process, copies of the submitted film may be made for relevant persons involved in the process (please tick)

I declare that all the information given in this submission form is true and correct and I am aware that legal action may be taken against me if I knowingly provided false information.

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 this submission form.

NAME: _____ SIGNATURE / DATE: _____

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