

**USER GUIDE FOR
SUBMISSION OF NEW TITLES
FOR PUBLIC EXHIBITION
(‘FA’)**

New Title Submission under Standard Service

Definition

- 'FA' submissions are for classification of the first or master copy of a film meant for commercial public exhibition.
- The 'FA' submission must first be approved by the IMDA before exhibiting.
- An exhibitor will be using the approved 'FA' submission for certification of subsequent duplicate copies for exhibition.

Fees and Service Standards

- The classification fee is \$82 per half an hour or part thereof and the classification label is \$0.80 per copy.
- 'FA' submissions will be classified within 10 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



Film Classification for Public Exhibition

Submission Of New Titles (FA)
Submission of the first or master copy of a film that the applicant will be using for certification of subsequent duplicate copies
[User Guide](#)

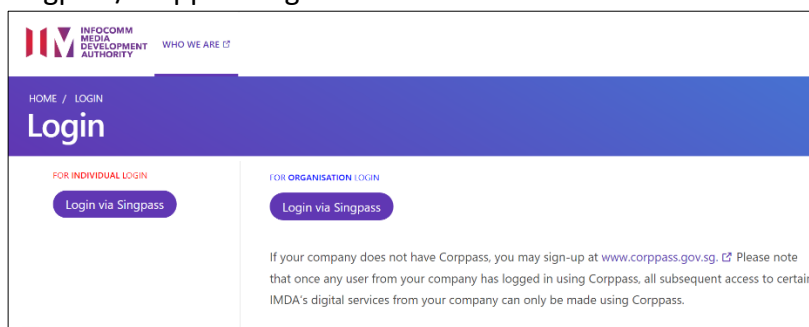
Submission Of Trailers/Promotional Materials (TA)
Submission of the first or master copy of a Trailer/Promotional Materials that the applicant will be using for certification of subsequent duplicate copies
[User Guide](#)

Submission Of Repeat Titles With Identical Content (FRT)
Submission for titles where the main feature and any included extra features are identical to a version that has been previously classified by IMDA
[User Guide](#)

Step 1:

At the Online Services page, under the **Film Classification for Public Exhibition**, select **Submission of New Titles ('FA')**

Singpass/Corppass Login



HOME / LOGIN

Login

FOR INDIVIDUAL LOGIN
[Login via Singpass](#)

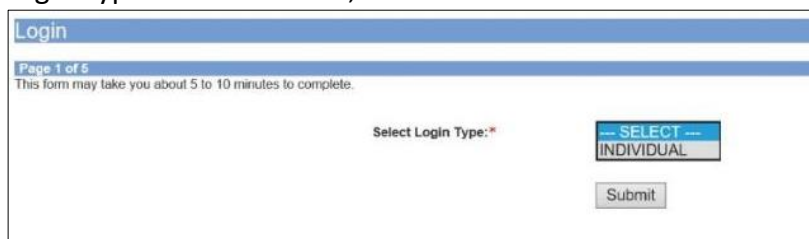
FOR ORGANISATION LOGIN
[Login via Singpass](#)

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' (3A) or 'For Organisation Login' (3B)
- Enter your security credentials to complete the sign-in

Login Type for Individual or;



Login

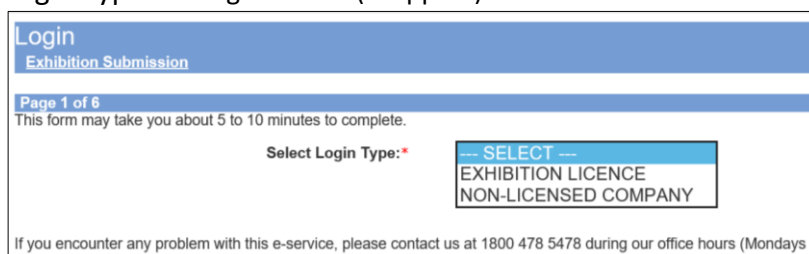
Page 1 of 5
This form may take you about 5 to 10 minutes to complete.

Select Login Type: *
INDIVIDUAL

Step 3A:

- Individual logins are only meant for submissions under an individual
- Select 'Submit'

Login Type for Organisation (Corppass)



Login

Exhibition Submission

Page 1 of 6
This form may take you about 5 to 10 minutes to complete.

Select Login Type: *
EXHIBITION LICENCE
NON-LICENSED COMPANY

If you encounter any problem with this e-service, please contact us at 1800 478 5478 during our office hours (Mondays to Fridays, 9am to 5pm)

Step 3B:

- Organisation logins are meant for Corppass user
- Select 'Submit'

View Guidelines

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

Please turn off the pop-up blocker in Internet Explorer or Mozilla Firefox before you click the 'View Guidelines' button. Click here for a quick guide.

Step 4:

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

Person NRIC:

Person Name: JEFF CHENG GUANG YAO

Email Address:

Address Details

Block No:

Street Name: BRADDELL HILL

Floor No:

Building Name: BRADDELL VIEW

Postal Code:

Tel No:

Fax No:

Filer Particulars

Mobile No: *

Email: *

Step 5:

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

Submission of New Titles for Standard Service (FA)

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

Submission Information

Import Details

Format: * DCP

Title Details

Main Language: * English

Title: * THE AVENGERS

Romanised Title:

Director: * MARK RUSSO

Running Time (in minutes): * 95

Purpose of Submission: * Theatrical Release

Screening Date: (DD/MM/YYYY) * From 22/03/2019 To 22/04/2019

Screening Venue: * GOLDEN VILLAGE CINEMA

No. of Pieces: * 1

Subtitles

Subtitle 1: ENGLISH

Subtitle 2: CHINESE

Remarks:

Step 6:

- Select media format type
- Input film details such as, Title, Language, Director's Name and Running Time
- Input film screening details such as Purpose, Screening Date and Screening Venue

Submission of New Titles for Standard Service (FA)

Page 4 of 5

Confirm Submission

Title	Language	No. of Pieces	No. of Reels	Delete	Delete	View/Edit
The Avengers	English	1	1	Delete	Delete	View and Edit Submission

I undertake to pay the prescribed fees related to the application as set out in the Films (Fees) Regulations.

* 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.

Step 7:

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

