

**USER GUIDE FOR  
SUBMISSION OF FILMS WITH  
PARTY POLITICAL CONTENT  
FOR PUBLIC EXHIBITION**

**For Non-Profit Use  
(‘NFP’)**

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

### **Definition**

- ‘NFP’ submissions are for classification of films meant for non-profit public exhibition made by or on behalf of a political party, or containing any party political content meant for public exhibition.
- The ‘NFP’ submission must first be approved by the IMDA before exhibiting.
- An exhibitor will be using the approved ‘NFP’ submission for certification of subsequent duplicate copies for exhibition.

### **Fees and Service Standards**

- The classification fee is \$20.50 per half an hour or part thereof and the classification label is \$0.80 per copy.
- ‘NFP’ 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	<a href="#">Application Of Classification Labels For Duplicate Copies (FSD)</a> Application for classification labels for duplicate copies of films which the applicant has already made a master copy application that has been approved by IMDA. <a href="#">User Guide</a>
FILM CLASSIFICATION FOR PUBLIC EXHIBITION	
FILM CLASSIFICATION FOR DISTRIBUTION	
FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT*	
FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT*	<a href="#">Submission Of Titles For Re-classification (NFR)</a> Submission to re-classify titles that have been classified previously by IMDA. For non-profit use only. <a href="#">User Guide</a>
REGISTERED CONTENT ASSESSOR (RCA) SUBMISSIONS	
VIDEO GAME CLASSIFICATION	
PUBLICATION SUBMISSION	<a href="#">Submission Of Films With Party Political Content (NFP)</a> Submissions of films made by or on behalf of a political party, or containing party political content. For non-profit use only. <a href="#">User Guide</a>

### Step 1:

At the Online Services page, under the **Film Classification for Public Exhibition – Non-profit**, select Submission of Films with Party Political Content ('NFP')

## SingPass / CorpPass Login

**Login Using:**



Singapore Personal Access



Singapore Corporate Access  
*(For Companies)*

If your company does not have CorpPass, you may sign-up at [www.corppass.gov.sg](http://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 SingPass (3A) or CorpPass (3B) login
- Enter your security credentials to complete the sign-in

## Login Type for SingPass or;

**Login**

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

Select Login Type:\*

--- SELECT ---  
INDIVIDUAL

If you encounter any problem with this e-service, please contact us at 1800 478 5478 during our office hours (Mondays to Fridays 8.30am to 5.30pm) or send a feedback

### Step 3A:

- SingPass logins are only meant for submissions under an individual

## Login Type for CorpPass

**Login**

Exhibition Submission

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

Select Login Type:\*

--- SELECT ---  
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

### Step 3B:

- CorpPass logins are meant for companies with a distribution licence or non-licensed companies

**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

**Submission of Films with Party Political Content (NFP)**

Page 2 of 6

This submission is meant for non-profit use

I undertake that the public exhibition 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\***

 SD - Copyrights holder amendment.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 5:**

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

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

**FILM SUBMISSION**

**Submission Details**

Organisation ID: [REDACTED]  
 Organisation Name: MOBILE PLATINUM LIMITED PARTNERSHIP

**Address Details**

Block No: [REDACTED]  
 Street Name: CLEMENTI AVENUE 3  
 Floor No: [REDACTED]  
 Building Name:  
 Postal Code: [REDACTED]  
 House Tel No: 6888888  
 Fax No:

**Filer Particulars**

Person NRIC: [REDACTED]  
 Person Name: \* JEFF CHENG GUANG YAO  
 Mobile No.\*: 6888888  
 Email\*: [REDACTED]@GMAIL.COM

**Applicant Particulars**  Applicant same as Filer

Name of Applicant \* JEFF CHENG GUANG YAO  
 NRIC/UEN \* [REDACTED]  
 Block No. \* [REDACTED]  
 Street Name \* CLEMENTI AVENUE 3  
 Floor No. \* [REDACTED]  
 Building Name  
 Postal Code \* [REDACTED]  
 Tel No. \* 6888888  
 Email \* [REDACTED]@GMAIL.COM

**Step 6:**

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



**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.

Film Submission Receipt	
Page 6 of 6	
<b>In-Receipt No.</b>	NFP/1904/00003U
<b>Title</b>	SINGAPORE RALLY 2020 TRAILER
<b>Romanised Title</b>	SINGAPORE RALLY 2020 TRAILER
<b>Language</b>	MANDARIN
<b>Format</b>	BLU-RAY
<b>No. of Pieces</b>	1
<b>No. of Reels</b>	0
<input type="button" value="Print Receipt and Submission Form"/>	
<p>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</p>	

DECLARATION FOR NEW SUBMISSION	
SUBMISSION SUCCESSFUL	
Submission Date:	07/04/2019
Submission Time:	11:28:25 AM
Thank you for your online submission.	
<p>* Please bring the following items for verification when submitting the physical media to the Infocomm Media Development Authority (IMDA) by the next working day after this online submission:</p> <ul style="list-style-type: none"> <li>- Original NRC</li> <li>- A copy of the Submission Receipt</li> </ul>	
<p>If you do not enclose the physical media by the next working day from the date of your online submission, your submission shall be invalid.</p>	
APPLICANT INFORMATION	
Name: JEFF CHENG GUANG YAO	NRC No.:
License No./Organisation ID:	
Company Name: MOBILE PLATINUM LIMITED PARTNERSHIP	
I, JEFF CHENG GUANG YAO, holder of ID No. [REDACTED] am authorised by MOBILE PLATINUM LIMITED PARTNERSHIP, and undertake that the public exhibition of the film is not intended for the object of deriving a profit.	
NFP: SUBMISSION DETAILS	
In-Receipt No.: NFP/1904/00003U	MOBILE PLATINUM LIMITED PARTNERSHIP
Format: BLU-RAY	
No. of Pieces: 1	
Title: SINGAPORE RALLY 2020 TRAILER	
Romanised Title: SINGAPORE RALLY 2020 TRAILER	
Language Description: Mandarin	Subtitle Language: N/A
<p>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, contributions, records, acknowledgements, information recorded in or produced from the submission form. All physical assets used obtained 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.</p>	

Submission Form (Political Film)	
Name of Applicant:	JEFF CHENG GUANG YAO
NRC / Unique Entity Number:	[REDACTED]
Address:	[REDACTED]
Contact Number:	09888888
Title of Film:	MARKY SPEECH BY PEREYER
Year of Production:	2018
Place of Production:	Singapore
Name of Producer:	CHENG GUANG YAO
Name of Director:	CHENG GUANG YAO
Purpose of Submission:	<input type="checkbox"/> a. Exhibition
Screening Date:	02-06-2019 to 02-06-2019
Screening Venue:	COMMERCE CLUB
Nature of Event:	CC RALLY
<p>The film is made by or on behalf of a political party (please tick the relevant box)</p> <p><input type="checkbox"/> a. Yes</p> <p><input type="checkbox"/> b. No</p> <p>The film is submitted by or on behalf of a political party (please tick the relevant box)</p> <p><input type="checkbox"/> a. Yes Name of political party: ABC</p> <p><input type="checkbox"/> b. No</p> <p>I submit that the film should not be regarded as a Party Political Film for purposes of the Films Act (Cap. 377) and can be shown or distributed as (please tick the relevant box)</p> <p><input type="checkbox"/> a. 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 or situation in a dramatic way</p> <p><input type="checkbox"/> 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</p> <p><input type="checkbox"/> c. It is a documentary without any animation and composed wholly of an accurate account depicting what events, persons (documentary film) or situations, but not of film -  <ul style="list-style-type: none"> <li>which is substantially based on original or "hardy" type programme or</li> <li>that depicts those events, persons or situations in a dramatic way</li> </ul> </p> <p><input type="checkbox"/> d. It is a film without animation and dramatic elements -  <ul style="list-style-type: none"> <li>composed wholly of a political party's manifesto or declaration of policies or ideology on the basis of which candidates submitted by the political party to stand will seek to be elected at a parliamentary election; and</li> <li>made by or on behalf of that political party; or</li> </ul> </p> <p><input type="checkbox"/> e. It is a film without animation and dramatic elements -  <ul style="list-style-type: none"> <li>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</li> <li>made by or on behalf of that candidate.</li> </ul> </p>	
Page 1 of 2	

Submission Form (Political Film)	
<p><input type="checkbox"/> I have exercised editorial oversight and ascertained the accuracy of the statements in the film.</p> <p>Please provide any other information that may be useful for the assessment of the film.</p> <p>N/A</p>	
<p><input type="checkbox"/> 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)</p> <p>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.</p> <p>I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, contributions, records, acknowledgements, information recorded in or produced from the submission form.</p>	
Name	COMPIRE / DATE
Page 2 of 2	