

**USER GUIDE FOR  
SUBMISSION OF FILMS WITH  
PARTY POLITICAL CONTENT  
FOR DISTRIBUTION  
(‘P’)**

## **Submission of Films with Party Political Content under Standard Service**

### **Definition**

- 'P' submissions are for classification of films made by or on behalf of a political party, or containing any party political content meant for distribution.
- The 'P' submission must first be approved by the IMDA. The distributor can then use the approved 'P' submission for certification of subsequent duplicate copies for distribution.

### **Fees and Service Standards**

- The classification fee is \$10 per half an hour or part thereof and the classification label is \$0.80 per copy.
- 'P' 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.

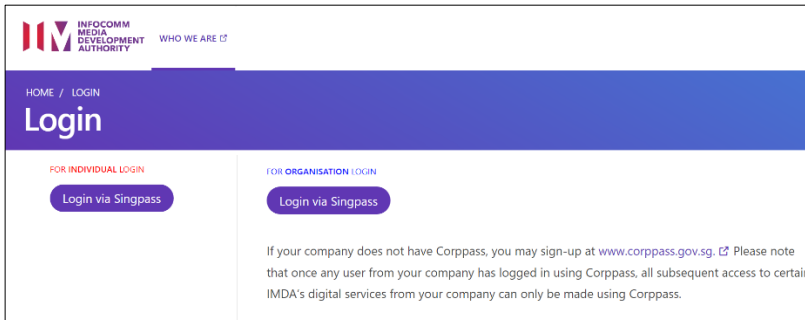
## Select the e-service

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: 2px solid red; padding: 2px;"> <b>Submission Of Films With Party Political Content (P)</b>          Submissions of films made by or on behalf of a political party, or containing party political content.       </div> <a href="#">Request for title Monitoring</a> This service is available for use by Licensed companies only
	<a href="#">Status Enquiry for Film Submission</a> 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.

### Step 1:

At the Online Services page, under the **Film Classification for Distribution**, select **Submission of Films with Party Political Content (P)**

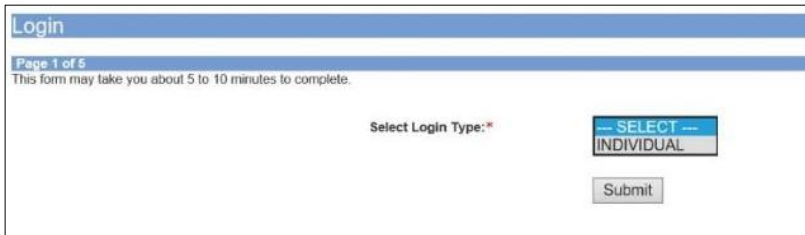
## Singpass/Corppass Login



### 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;




### Step 3A:

- Individual logins are only meant for submissions under an individual

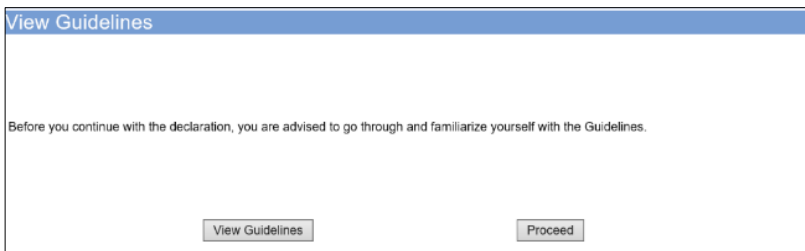
Select 'Submit'

## Login Type for Organisation (Corppass)



### Step 3B:

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



### Step 4:

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

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

### 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'

<b>Declaration for Submission of Films with Party Political Content ('P')</b>	
Page 3 of 5	
Fields marked with * are mandatory. Indicate 'N/A' or '0' where not applicable	
<b>Submission Information</b>	
<b>Submission Details</b>	
Format:	DVD <input type="checkbox"/> Box Set
Nature of event/activity:	DISTRIBUTION AT OCC (Ex. Party Conventions, Film Festival)
<b>Set Details</b>	
No. of Pieces:	1

### 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)

<b>Declaration for Submission of Films with Party Political Content ('P')</b>	
Page 4 of 5	
Fields marked with * are mandatory. Indicate 'N/A' or '0' where not applicable	
<b>Title Details 1 of 1</b>	
Title:	PARTY AAPC CITIZEN CONFERENCE
Romanised Title:	
Also Known as title:	
Producer:	DAVE LIM
Director:	DAVE LIM
Language:	English
Sub Language:	
Ownership Type:	TITLES MADE WITH CONSENT OF COPYRIGHT HOLDERS
Distributor:	AAPC
Year of Production:	2019
Place of Production:	Singapore
Main Feature Running Time (in minutes):	25
Bonus Features Running Time (in minutes):	0
Remarks:	
Attachments:	
<b>Information on Film</b>	
The film is made by or on behalf of a political party (please tick the relevant box): <input type="radio"/> Yes <input checked="" type="radio"/> No	
The film is submitted by or on behalf of a political party (please tick the relevant box): <input type="radio"/> Yes <input checked="" type="radio"/> No	
Name of political party: AAPC	
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):	
<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 and situation in a dramatic way;	
<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;	
<input checked="" type="checkbox"/> 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 ii. that depicts those events, persons or situations in a dramatic way;	
<input type="checkbox"/> 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; and ii. made by or on behalf of that political party; or	
<input type="checkbox"/> 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 at a parliamentary or presidential election; and ii. made by or on behalf of that candidate.	
<input checked="" type="checkbox"/> 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	
Following special characters are not allowed: "< > * & # % ' ( ) [ ] { } ~" and " % "	

### Step 7:

- Input film details such as, Title, Producer's Name, Director's Name, Running Time and Year of Production
- Select the Language, Ownership Type and Place of Production
- Answer the questions under 'Information on Film'
- Once completed, select 'View Definition of Party Political Film' or 'Next'

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

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Confirm Submissions

List of Submissions

Main Title	Titles	No. of Pieces	Delete	View
N/A	PARTY AAPC CITIZEN CONFERENCE	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'

**P Submission Receipt**

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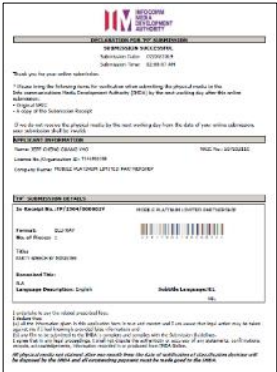
In-Receipt No. P/1904100004L  
No. of Pieces 1  
Title PARTY AAPC CITIZEN CONFERENCE

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:

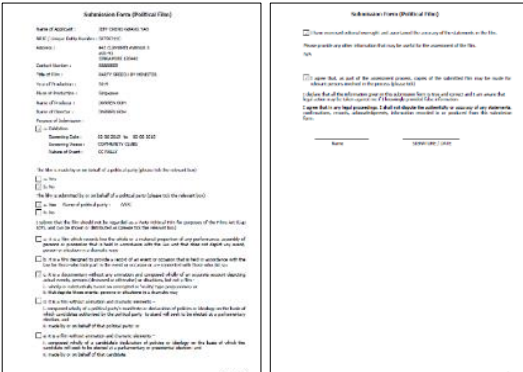
- Each title submitted will be issued with an In-Receipt Number.
- Click on [Print Receipt and Submission Form] to print or save the PDF copy
- 2 separate tabs will open for (a) Submission Receipt (b) Submission Form
- Submission Form (2 pages) must be printed and signed by the applicant and attach with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



Submission Form (Physical File)

Name of Applicant: P/1904100004L  
No. of Pieces: 1  
Title: PARTY AAPC CITIZEN CONFERENCE

Print Receipt and Submission Form



Submission Form (Digital File)

Name of Applicant: P/1904100004L  
No. of Pieces: 1  
Title: PARTY AAPC CITIZEN CONFERENCE

Print Receipt and Submission Form