

**USER GUIDE FOR
APPLICATION OF CLASSIFICATION
LABELS FOR DUPLICATE COPIES
- DISTRIBUTION
(‘SD’)**

Application of Classification Labels for Duplicate Copies

Definition

- ‘SD’ refers to the application of classification labels for duplicate copies of films which the applicant has already made a master copy application that has been approved by IMDA and payment is made.
- A distributor will be using the classification labels applied under ‘SD’ application for the subsequent duplicate copies for distribution.
- Only in-receipt numbers with the following prefixes can be used to apply for ‘SD’.
 - ‘A’, ‘RT’, ‘EF’, ‘XA’, ‘RA’, ‘P’, ‘NA’, ‘NEF’, ‘NRA’, ‘NP’ and ‘CA’.
- Classification labels under the ‘SD’ applications are solely for films meant for distribution purposes.

Fees and Service Standards

- The classification label is \$0.80 per copy.
- For titles co-classified by the Registered Content Assessor, the classification label is \$0.40 per copy.
- ‘SD’ classification labels are issued immediately upon application.
- 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

<p>ARTS ENTERTAINMENT CLASSIFICATION FOR CAT 1 OR AD-HOC PUBLIC ENTERTAINMENT LICENCE</p> <p>FILM CLASSIFICATION FOR PUBLIC EXHIBITION</p> <p>FILM CLASSIFICATION FOR DISTRIBUTION</p> <p>FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT*</p> <p>FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT*</p> <p>REGISTERED CONTENT ASSESSOR (RCA) SUBMISSIONS</p> <p>VIDEO GAME CLASSIFICATION</p> <p>PUBLICATION SUBMISSION</p>	<p>Submission Of Classified Titles With New Extra Features (EF)</p> <p>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</p> <p>Application Of Classification Labels For Duplicate Copies (SD)</p> <p>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</p> <p>Submission Of New Titles - Express Service (XA)</p> <p>Submission of the first or master copy of a film, with a shorter turnaround time and a surcharge</p>
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Step 1:

- At the Online Services page, under the **Film Classification for Distribution**, select Application of Classification Labels for Duplicate Copies ('SD') or;
- Under the **Film Classification for Distribution - Non-Profit**, select Application of Classification Labels for Duplicate Copies ('SD')

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 'For Organisation Login'
- Enter your security credentials to complete the sign-in

Login

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

Select Login Type: *

Step 3:

- Select your login type and input the Licence Number or Organisation ID(UEN)
- Select 'Submit'

View Guidelines

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

Step 4:

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

General Information

Customer Info

Licence No: DG
 Organisation ID:
 Organisation Name: LICENCEONE 360 TEST
 Email Address:

Address Details

Block No:
 Street Name: YISHUN RING ROAD
 Floor No:
 Building Name:
 Postal Code:
 Tel No: +65
 Fax No: +65

Filer Particulars

Person NRIC No.: S
 Person Name: PETER MICHAEL
 Mobile No: * +65
 Email: *

The Email indicated is only applicable to this submission. If you wish to update your company's contact details permanently, please update IMDA via Online Feedback or in writing.

Next

Step 5:

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

Declaration for Application of classification labels for duplicate copies ('SD')

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Search - Receipt No

No. of Titles Submitted

Organisation ID

Organisation Name: LICENCEONE 360 TEST

In-Receipt No. of Original Copy* RT/1901/000004L

Next

Step 6:

- Input the In-Receipt Number of the original copy
- Ensure payment is made prior to applying for duplicate labels
- Select 'Next'

Declaration for Application of classification labels for duplicate copies ('SD')

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Fields marked with * are mandatory

Submission

Licence No: DG
 Organisation ID: 37839800W
 Organisation Name: LICENCEONE 360 TEST
 Receipt No. of original copy: RT/1901/000004L
 Feature Serial: Serial
 Classification Code: Entertainment
 Format*: Blu-Ray
 No. of Labels for duplicate copies*: 15
 Ownership Type*: Titles For Which We Hold Copyrights
 Remarks: Following special characters are not allowed: "<",">","*","&","(",")","'","\" and \"%\"

Title	Romanised Title	Language Desc	Rating	Running Time
INTERNET SERIALS		Englis	PG	145

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Step 7:

- Select the Format and Ownership Type
- Input the number of labels needed for your duplicate copies

Declaration for Application of classification labels for duplicate copies ('SD')

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Type	Main Title	Title	Number of Labels for duplicate copies	Delete	Edit
Serial	N.A.	INTERNET SERIALS	15	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 have knowingly provided false information; and

(b) the content of the duplicate copy/copies is identical to the original copy/copies indicated above.

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 Data.

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'

Declaration for Application of classification labels for duplicate copies ('SD')


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In-Receipt No.	SD/1904/1000013P
No. of Labels for duplicate copies	15
Main Title	N.A.
Title	INTERNET SERIALS

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 'SD' SUBMISSION

SUBMISSION SUCCESSFUL
Submission Date: 08/04/2019
Submission Time: 05:47:03 PM

Thank you for your online submission.

* Please bring the following items for verification when collecting the classification labels at the Info-communications Media Development Authority (IMDA) counter by the next working day after this online declaration:

- Original NRIC
- A copy of the Submission Receipt


APPLICANT INFORMATION

Name: JEFF CHENG GUANG YAO NRIC No.: [REDACTED]
Company Name: LICENCEONE 360 TEST
Licence No./Organisation ID: [REDACTED]

'SD' SUBMISSION DETAILS

I, holder of ID No. [REDACTED] am authorised by LICENCEONE 360 TEST, declare that the duplicate copy/ copies-is/are titles for which we hold copyrights.

In-Receipt No.:SD/1904/1000013P	LICENCEONE 360 TEST
In-Receipt No. of original copy: RT/1901/1000004L	Rating: PG
No. of labels for duplicate copies: 15	Format: Blu-Ray



Title: INTERNET SERIALS
Romanised 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) the content of the duplicate copy/ copies is identical to the original copy/ copies indicated above.
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.

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