

**USER GUIDE FOR
SUBMISSION OF NEW TITLES
FOR DISTRIBUTION
– EXPRESS SERVICE
(‘XA’)**

New Title Submission under Express Service

Definition

- 'XA' submissions are for classification of the first or master copy of a film meant for distribution, with a shorter turnaround time and at a surcharge.
- The 'XA' submission must first be approved by the IMDA. The distributor can then use the approved 'XA' submission for certification of subsequent duplicate copies for distribution.

Fees and Service Standards

- The classification fee is \$15 per half an hour or part thereof and the classification label is \$0.80 per copy.
- 'XA' submissions will be classified within 5 working days (running time 200 minutes and below) or 10 working days (running time more than 200 minutes)
- 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	Submission Of Classified Titles With New Extra Features (EF) 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
FILM CLASSIFICATION FOR PUBLIC EXHIBITION	
FILM CLASSIFICATION FOR DISTRIBUTION	
FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT*	
FILM CLASSIFICATION FOR PUBLIC EXHIBITION - NON PROFIT*	Application Of Classification Labels For Duplicate Copies (SD) 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
REGISTERED CONTENT ASSESSOR (RCA) SUBMISSIONS	
VIDEO GAME CLASSIFICATION	
PUBLICATION SUBMISSION	Submission Of New Titles - Express Service (XA) Submission of the first or master copy of a film, with a shorter turnaround time and a surcharge

Step 1:

At the Online Services page, under the **Film Classification for Distribution**, select **Submission of New Titles – Express Service ('XA')**

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. 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

Step 3A:

- SingPass logins are only meant for submissions under an individual

Login Type for CorpPass

Login

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

Select Login Type:*

-- SELECT --
DISTRIBUTION LICENCE
NON-LICENSED COMPANY

Step 3B:

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

Declaration for Submission of New Titles for Express Service ('XA')

Page 5 of 5

Confirm Submission
List of Submissions

Type	Main Title	Titles	No. of Pieces	Episode No.	Delete
Feature	NA	THE SIXTH SENSE	1	N.A	<input type="button" value="Delete"/> <input type="button" value="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.

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'


XA Submission Receipt

Page 5 of 5

In-Receipt No.	XA/1904/1000015L
No. of Pieces	1
Title	THE SIXTH SENSE

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 'XA' SUBMISSION

SUBMISSION SUCCESSFUL
 Submission Date: 07/04/2019
 Submission Time: 01:05:57 AM

Thank you for your online submission.

*Please bring the following items for verification when submitting the physical media to the Info-communications Media Development Authority (IMDA) by the next working day after this online submission:
 - Original NRIC
 - A copy of the Submission Receipt

If we do not receive the physical media by the next working day from the date of your online submission, your submission shall be invalid.

APPLICANT INFORMATION

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

'XA' SUBMISSION DETAILS

I, JEFF CHENG GUANG YAO, holder of ID No. [REDACTED], am authorised by LICENCEONE 360 TEST, declare that the film(s) (described below) is/are titles imported with consent of copyright holders.

In-Receipt No.: XA/1904/1000015L	LICENCEONE 360 TEST
No. Of Pieces: 1	Format: DVD Feature/Serial: Feature
Title: THE SIXTH SENSE 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) 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.