

HOW TO SUBMIT YOUR PRE-SALE(PS), CO-FUNDED(CF) & FULLY FUNDED(FF) PROPOSALS

- Draft your proposal
- Complete the submission forms provided below and compile your proposal (concept) with the submission forms on the 1st page and budget summary on the last page. Afterward, convert the submission into a single PDF document.
- Register on our ECAS Portal <https://ecas.powerappsportals.com/>
- Once you have registered on the ECAS Portal by completing all the fields and attaching all the required documentation, you will then be prompted to submit your proposal.
- Your proposal will be sent to Commissioning for a quality check, and you will be provided with a unique number. Confirmation of your proposal(s) will be sent to you via email immediately.
- **Note that only proposals submitted via the ECAS Portal will be considered for evaluation.**

YOUR PROPOSAL MUST INCLUDE THE FOLLOWING

1. Provide a detailed finance plan, including information on how you intend to fund the production, the amount you are requesting from the SABC, the return-on-investment structure, and the total production value.
2. Company Profile, which includes Ownership, Stakeholders and BEE Profile.
3. Please include any relevant intellectual property or copyright information related to the proposition and any legally required venture (if applicable).
4. Your proposal should provide the SABC with an understanding of the roles you envision the SABC playing in your venture.
5. If it is a fully funded production, we require a letter of interest from your funders confirming their commitment to the concept and the exposure needs and requirements.

All queries can be directed to: commissioning@sabc.co.za

PROPOSAL SUBMISSION FORM

<i>PS/FF/CF</i>		<i>Genre:</i>		<i>Channel:</i>	
<i>Working Title:</i>					
<i>Company Name:</i>					
<i>Contact Name:</i>		<i>Position:</i>			
<i>Telephone :</i>		<i>Cell:</i>			
<i>E\mail:</i>		<i>Fax:</i>			
<i>Postal Address:</i>					
PROPOSAL SYNOPSIS:					
<i>No. of Episodes:</i>		<i>Minutes per Episode:</i>		<i>Total Minutes:</i>	
<i>Cost per Episode:</i>			<i>Total Budget:</i>		
<i>Production/Delivery Timeline:</i>					
<i>Pre-Sale Finance Model</i>					
<i>Funding Requested from the SABC</i>					
SYNOPSIS OF COMPANY PROFILE:					
(A) Number of Permanent Employees					
(B) Number of Permanent Black (African, Indian, Coloured) Male Employees					
(C) Number of Permanent Black (African, Indian, Coloured) Female Employees					
(D) % of Shareholders Equity owned by Black Males (African, Indian, Coloured)					
(E) % of Shareholders Equity owned by Black Females (African, Indian, Coloured)					
(F) % of Shareholders Equity owned by White Male					
(G) % of Shareholders Equity owned by White Female					
(H) Number of Black Creatives (African, Indian, Coloured)					
(I) Number of disabled employees					
<i>Company Registration Number:</i>					
<i>VAT Registration Number:</i>					
<i>Name:</i>			<i>Date:</i>		



<i>Signature:</i>		<i>Receipt Number:</i>	
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PROPOSAL SUBMISSION AGREEMENT

1. OWNER OF NEW IDEA

The SABC will exclusively accept submitted material in written form through the ECAS Portal. Submissions made via courier, facsimile, or hard copies will not be considered. Your submission will be reviewed by the SABC upon your request, under the condition that you assure us, to the best of your knowledge, that you are the sole originator of the idea and that you possess the legal right to submit it to the SABC for evaluation.

2. CONCEPTION BY SABC

SABC and its employees have many ideas of their own for the development of programs, some of which may be similar to yours. An idea that is new to you may be old to SABC, or similar, or identical ideas may be conceived independently. Accordingly, you hereby waive any claim that SABC misappropriated any ideas or portions of your submission in any activities in which SABC may engage in the future.

3. DISCLOSURE NOT CONFIDENTIAL

You acknowledge that SABC may disclose the idea to its employees, including freelance readers, to determine the value of the idea to the channel. It is understood that no confidential relationship is entered into by any reason of the consideration of your submission to SABC or by reason of any oral discussions between the SABC and yourself. The SABC however undertakes not to share your proposals with other independent producers.

4. MODIFICATION

The foregoing conditions may not be modified or waived except in writing signed by an officer of SABC.

5. LITIGATION

The SABC will not consider proposals from companies or individuals who are litigants against the corporation until those matters are finalized. It will still remain the SABC's right to determine whether or not to do business with such entities in future.

6. TERM

This release shall be valid for a period of five (5) years from the date of signature and shall apply to any further ideas submitted by you to SABC during such Term.

I HAVE READ THE SUBMISSION AGREEMENT, AND I AGREE TO THE CONDITIONS CONTAINED THEREIN:

Print Name

Signature

Date:

IDENTIFICATION LABEL

<i>Pre-Sale:</i>		<i>Genre:</i>		<i>Channel:</i>	
<i>Receipt no:</i>					
<i>Working title:</i>					
<i>Company name:</i>					
<i>Co Funders</i>					
<i>Contact name:</i>			<i>Position:</i>		
<i>Telephone:</i>			<i>Cell:</i>		
<i>e-mail:</i>			<i>Fax:</i>		
<i>Postal address:</i>					

PRE-SALE PROPOSAL CHECKLIST

PROJECT NAME: _____

PRODUCTION COMPANY: _____

Check List	Y/N
HOW TO SUBMIT YOUR PROPOSAL <ul style="list-style-type: none"> • Complete the below submission forms • Compile copies of your proposal (concept) with submission forms on the 1st page: 	
Programme Synopsis: <ul style="list-style-type: none"> - Include number of episodes & duration 	
Detailed Concept: <ul style="list-style-type: none"> - Include programme structure/format 	
Pre-sale Finance Model: <ul style="list-style-type: none"> - Include Finance Plan with all Co-Financing Partners - Include the funding requested from the SABC - Include SABC return of investment for the funds requested 	
Funder's Letter Of Intent (if applicable): <ul style="list-style-type: none"> - Include Total Amount committed by other funders - Include what the funders expect in return for their contribution 	
Company Compliance Documents: <ul style="list-style-type: none"> - Tax Clearance Certificate and PIN - TV License of all directors of the Company - BBBEE certificate - CSD registration number 	
Production Budget: <ul style="list-style-type: none"> - Include Total Development and Production budget 	
Production/Delivery Schedule: <ul style="list-style-type: none"> - Script Development Schedule - Production and Delivery Schedule 	
Screener/Pilot (if available): <ul style="list-style-type: none"> - 5 minutes promo to be presented during the pitch <p style="text-align: center;">Submit your proposal as ONE Document to commissioning@sabc.co.za</p>	

All queries can be directed to: nyembet@sabc.co.za