



STATE OF LOUISIANA
ST. BERNARD PARISH
FILM INCENTIVE
DECLARATION OF RESIDENCY



Purpose: Film production companies claiming an incentive based on wages and salaries paid to St. Bernard Parish residents for work performed on a film produced in St. Bernard Parish must have each such employee complete this declaration of residency. The film production company must retain this form in its records.

Name: _____

Social Security Number: _____

Permanent Residence: _____

City, State, and Zip Code: _____

Telephone Number: _____

Title of Film Project: _____

1. Are you currently, and have been for the last six months, a resident of St. Bernard Parish? _____
2. Do you anticipate changing your residency status during the time that you are expected to work on the film project? _____
3. What evidence have you provided the film production company to show residence in St. Bernard Parish? You must provide a copy of a title to St. Bernard Parish residential real estate, or a lease for the same in your name. If you cannot provide either of these, you must provide at least two of the following:
 - A valid Louisiana **driver's license** indicating a St. Bernard Parish address.
Enter the address on the driver's license and the **license number**:
Address _____
City _____ State _____ Zip _____
Driver's License Number _____
 - A current Louisiana **voter registration** indicating St. Bernard Parish.
 - A current copy of last year's Louisiana **personal income tax return** indicating St. Bernard Parish residency.

Other: For example, a minor may present parent's proof of residency. Other evidence must be clear and convincing and show intent to maintain a permanent residence in St. Bernard Parish. An example includes, but is not limited to, utility bills in your name.

I declare under penalty of perjury that I have examined this document and to the best of my knowledge and belief it is true, correct, and complete.

Signature: _____



CHECKLIST FOR ST. BERNARD PARISH FILM INCENTIVE

St. Bernard Parish Office of Tourism and Film

Katie Tommaseo

409 Aycock Street

Arabi, LA 70032

ktommaseo@sbsp.org

(504) 278-4242

PRODUCTION NAME: _____

PRE-AUDIT

_____ Did the production submit the St. Bernard Parish Questionnaire?

Date Submitted: _____

_____ Did the production lease office or soundstage space in St. Bernard Parish?

_____ Office Lease: Dates (mm/dd/yyyy) _____ / _____ / _____

Location of Lease (Physical Address)

_____ Soundstage Lease: Dates (mm/dd/yyyy) _____ / _____ / _____

Location of Lease (Physical Address)

_____ Did the production submit a Budget?

_____ Did the production submit a Distribution Plan?

_____ Did the production submit a Script Synopsis?

Budget for St. Bernard Parish spending? _____

POST AUDIT

_____ Did the production submit an audit of St. Bernard Parish productions costs?

_____ Did the production submit the Declaration of Residency Forms?

_____ Did the production include an end-credit or an alternative?

_____ Did the production submit a St. Bernard Parish payroll ledger?

_____ Did the production submit a St. Bernard Parish vendor ledger?

Amount spent in St. Bernard Parish? _____

Amount of incentive rebate? _____

_____ Date Film Incentive Review Panel completed final review: _____ / _____ / _____