

5th Subsidy Programme for the Production of Original Song Albums Application Form

Instructions for Filling the Application Form:

1. Please complete the form in Chinese, Portuguese or English in block letters;
2. All items in the Application Form should be completed, should there be no information provided, please put “N/A” in the column;
3. Personal data provided by the applicants is only used for purposes of this subsidy programme and will be treated in accordance with all relevant provisions of the *Law No. 8/2005—Personal Data Protection Act*.

Part I: Basic Information

1.1 Project Information

(After the submission of documents for initial review, no amendments shall be made to the application type, nature of applicant and all the members stated in clause 10.3 of the Application Rules.)

Album title			
Application type	<input type="radio"/> Album	<input type="radio"/> Mini Album	
Nature of applicant	<input type="radio"/> As album producer (only applicable for the application of Album category)	<input type="radio"/> As individual	<input type="radio"/> As co-producer
	<input type="radio"/> As album artist (applicable for the application of Album and Mini Album categories)	<input type="radio"/> As group producer	<input type="radio"/> As singing group
Amount of subsidy applied for (MOP)	* The maximum amount of subsidy for Album is MOP270,000.00 The maximum amount of subsidy for Mini Album is MOP135,000.00		
Name of album producer (including group name and all members' names)			
Name of album artist (including group name and all members' names)			

1.2 Applicant's Information

Name		Name in other language	
Macao S.A.R. BIR no.		Tel.	
Address			
Email		Fax.	
Other contact person	Name		Tel.
	Email		

Part II: Résumés of Album Producer and Album Artist

2.1 Résumé of Album Producer

(Must include the résumé of album producer as individual/co-producer/group producer. Within 200-400 words in Chinese, Portuguese or English; include previous experience in music composition and production, and specify job duties and participation period. If space is not enough, please supplement information by attachment.)

2.2 Previous Works by Album Producer (for the application of Album category only)

- Notes: 1. Please complete table 2.2.1 if submitting 10 songs released to public with album producer serving as arranger / mixing engineer / supervisor of songs;
2. Please complete table 2.2.2 if submitting album(s) released to public by the album producer;
3. The public release channels do not include YouTube or other free internet platforms alike.

- Tips: 1. Please refer to clause 3.2.2 of the Application Rules if the applicant holds the position of album artist;
2. This table is optional for the album producer of Mini Album to fill in.

2.2.1 Details of songs released to public

No.	Song title	Duty of the album producer	Release year	Award history
1		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
2		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
3		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
4		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
5		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
6		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
7		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
8		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
9		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		
10		<input type="checkbox"/> Song supervisor <input type="checkbox"/> Arranger <input type="checkbox"/> Mixing engineer		

2.2.2 Details of released album

Album title		Release year	
Nature of album producer	<input type="radio"/> Individual producer <input type="radio"/> Co-producer (Name of co-producer: _____) <input type="radio"/> Group producer (Group name: _____)		
Distribution territory	<input type="checkbox"/> Macao S.A.R. <input type="checkbox"/> Other: _____		
Sales channel	<input type="checkbox"/> Physical record stores <input type="checkbox"/> Online order and sales <input type="checkbox"/> Digital music platform <input type="checkbox"/> Other: _____		
Sales record (including digital music platform play rate)	<input type="checkbox"/> Physical record: _____ piece(s) <input type="checkbox"/> Digital music platform: _____ piece(s) <input type="checkbox"/> Digital music platform – Album total play rate: _____ click(s)		
Award history			

2.3 Résumé of Album Artist

(Including the résumé of album artist as individual/singing group/band. Within 200-400 words in Chinese, Portuguese or English; include year of founding and debut, previous experience in music performance, composition and awards, etc. If space is not enough, please supplement information by attachment.)

Part III Album Production Proposal

3.1 Album Introduction

(Within 100-300 words in Chinese, Portuguese or English; include album introduction, creation concept and production concept. If space is not enough, please supplement information by attachment.)

3.2 Details of Album Songs

(No amendments shall be made to composers and lyricists of the sample songs upon submission of documents for initial review)

Total numbers of songs		pieces	*At least 6 songs shall be recorded in the Album category At least 3 songs shall be recorded in the Mini Album category	
Sample song	Song	Position	Personnel	
			Macao S.A.R. permanent resident	Non-Macao S.A.R. permanent resident
	Song 1 Song title: _____	Composer		
		Lyricist		
	Song 2 Song title: _____	Composer		
		Lyricist		
	Song 3 Song title: _____	Composer		
	Song 3 is not required for application of Mini Album category	Lyricist		
	Song 4 Song title: _____	Composer		
	Song 4 is not required for application of Mini Album category	Lyricist		

3.3 Production Method

(E.g. recording venue, recording method or equipment)

3.4 Operation Schedule

Production phase	Estimated period
Composition	_____ (year) _____ (month) to _____ (year) _____ (month)
	The below four items shall be counted from year 2021
Recording	_____ (year) _____ (month) to _____ (year) _____ (month)
Audio mixing	_____ (year) _____ (month) to _____ (year) _____ (month)
Post-production of original copy	_____ (year) _____ (month) to _____ (year) _____ (month)
Release	_____ (year) _____ (month) to _____ (year) _____ (month)

3.5 Proposed List of Other Production Team Members

(To be individually completed. If space is not enough, please supplement information by attachment.)

No.	Name	Position (e.g. composer, lyricist, arranger, recording staff, mixing engineer, cover designer, musician, backing vocalist)	Macao S.A.R. permanent resident?
1			<input type="radio"/> Yes <input type="radio"/> No
2			<input type="radio"/> Yes <input type="radio"/> No
3			<input type="radio"/> Yes <input type="radio"/> No
4			<input type="radio"/> Yes <input type="radio"/> No
5			<input type="radio"/> Yes <input type="radio"/> No
6			<input type="radio"/> Yes <input type="radio"/> No
7			<input type="radio"/> Yes <input type="radio"/> No
8			<input type="radio"/> Yes <input type="radio"/> No
9			<input type="radio"/> Yes <input type="radio"/> No
10			<input type="radio"/> Yes <input type="radio"/> No

Part IV: Budget

4.1 Estimated Expenditure for Items Subsidised by the Programme

(Applicant should estimate the expenditure for items of expenditure according to actual situations)

Song production			
	Item	Qty.	Estimated expenditure (MOP)
Personnel remuneration	1. Album producer (individual, co-producer, group)		
	2. Album artist (individual, singing group, band)		
	3. Composition	piece(s)	
	4. Lyrics	piece(s)	
	5. Arrangement	piece(s)	
	6. Musician	person/group(s)	
	7. Backing vocalist	person(s)	
	8. Administrative staff	person(s)	
Song recording	9. Recording studio rental	hour(s)	
	10. Recording	piece(s)	
	11. Audio mixing	piece(s)	
	12. Post-production of original copy		
	13. Equipment rental		
	14. Transportation costs (Limited to transportation costs incurred by personnel travelling between Macao and overseas areas for the recording of songs)		
		Sub-total	
Cover design			
	Item		Estimated expenditure (MOP)
Cover design			
		Sub-total	
Publicity and Promotion			
	Item	Particular	Estimated expenditure (MOP)
1.	Design and production of promotional materials		
2.	Album artists modelling (Make-up, hairstyling, costume, shooting, etc.)		
3.	Publicity-related filming (Including shooting fees for music videos)		

Publicity and Promotion		
Item	Particular	Estimated expenditure (MOP)
4. Graphic, printed and outdoor media		
5. Internet media		
6. Radio and TV advertising		
7. Release party and other promotional activities for the album		
8. Transportation cost (Limited to transportation costs incurred by personnel travelling between Macao and oversea areas for promotional activities)		
Sub-total		
Total estimated expenditure for items subsidised by the Programme		

4.2 Grant and Subsidy by Other Local Public Institutions

Are there any grants or subsidies applying, expected to be provided or provided by other public institutions?	<input type="radio"/> No <input type="radio"/> Yes (please provide the following information)	
Name of public institution providing grant or subsidy	Amount (MOP)	Status
		<input type="radio"/> Expected <input type="radio"/> Waiting for reply <input type="radio"/> Approved
		<input type="radio"/> Expected <input type="radio"/> Waiting for reply <input type="radio"/> Approved

Declaration

- I have read and understand all terms in the Application Rules for the 5th Subsidy Programme for the Production of Original Song Albums launched by the Cultural Affairs Bureau and agree to be bound by all provisions and conditions.
- I, the undersigned, acknowledge and guarantee that all information included in this application form and appendices is true and accurate with no errors, fraud, or omissions, and I bear responsibility for all liabilities arising therefrom and the content of the work.

Applicant's Signature

Applicant's signature (as in ID card)

Date: / /

dd mm yyyy

Annex I

Declaration of Participation in the Production of the Album and Transfer of Personal Information

I hereby declare that I _____(Name in full), holder of Macao S.A.R. Resident ID Card / Passport, number: _____ agree to participate in the production of the album of _____ (applicant's name), _____ (name of the album/mini album), as a _____ (e.g. album artist / album producer / co-producer / composer / lyricist / member of the band), and aware that the above-mentioned album has applied to the Cultural Affairs Bureau for the “5th Subsidy Programme for the Production of Original Song Albums” and agree the Cultural Affairs Bureau to transfer all the personal information provided for the above-mentioned application to the overseas panel members for review purpose.

Declarant's signature
(As on ID / passport copy)

Date: / /
 dd mm yyyy

Annex II

Declaration of Applicant

I _____(Name in full), holder of Macao S.A.R. Permanent Resident Identity Card, number: _____ hereby declare that all the parties providing their personal information acknowledge the purposes of the data collection in the application of the “5th Subsidy Programme for the Production of Original Song Albums” and agree the Cultural Affairs Bureau of the Macao S.A.R. Government to transfer all the personal information provided for this application to the overseas panel members for review purpose.

Applicant's signature
(As on ID card)

Date: / /
 dd mm yyyy

For the Cultural Affairs Bureau Use Only

Receipt no.		Date of receipt	
Documents received for initial review	<input type="checkbox"/> Application Form for the 5th Subsidy Programme for the Production of Original Song Albums signed by the applicant (hard copy)		
	<input type="checkbox"/> Disc / Portable storage device containing application documents <input type="checkbox"/> E-copy of the Application Form for the 5th Subsidy Programme for the Production of Original Song Albums <input type="checkbox"/> Sample songs (Album: 4 pieces; Mini Album: 2 pieces) <input type="checkbox"/> Lyrics of sample songs (Album: 4 pieces; Mini Album: 2 pieces) <input type="checkbox"/> One picture of the album artist's photo <input type="checkbox"/> Three to five pictures of album image		
	<input type="checkbox"/> Copies of Identification Document (front and back) (_____ copies in total) <input type="checkbox"/> Album producers (individual, co-producer or group producer) <input type="checkbox"/> Album artists (individual, singing group or band members)		
	<input type="checkbox"/> Declaration of participation in the production of this album (if applicable) (_____ pieces in total) <input type="checkbox"/> Album producers (individual, co-producer or group producer) <input type="checkbox"/> Album artists (individual, singing group or band members)		
	<input type="checkbox"/> Declaration of participation in the production of this album (_____ pieces in total) <input type="checkbox"/> Composer <input type="checkbox"/> Lyricist		
	<input type="checkbox"/> Declaration of Applicant		
<input type="checkbox"/> Other: 			
Staff signature			