



The Director  
Classification Board,  
Locked Bag 3, HAYMARKET NSW 1240  
Ph: (02) 9289 7100 Fax: (02) 9289 7199  
Courier only: Level 5, 23-33 Mary St Surry Hills NSW 2010

(Office use only)  
File No:  
Due Date:  
PPF: Yes / No

### **Application for Classification of a Film not for Public Exhibition**

This form is to be used for an application for classification of a film (other than a film for public exhibition) under section 14 of the *Classification (Publications, Films and Computer Games) Act 1995* (the Act). For public exhibition films, please submit the form 'Application for the Classification of a Film for Public Exhibition'.

**Please complete each of the steps of this form.**

#### **Step One: Classification Database check**

Classification fees only apply to unclassified content within a film. Please use the [classification database](#) to determine whether content has been previously classified, either individually or as part of a compilation. This does not apply to advertisements or trailers for this or other films.

Has any content in the film been previously classified?  **Yes**  **No**

Has the film been assessed under the Advertising scheme with a likely classification?  **Yes**  **No**

If **Yes**, indicate relevant classification file numbers, classified times and/or assessment of likely classification on the Classifiable Time Worksheet.

#### **Step Two: Priority**

20 working days after receipt by the Board of a valid application (prescribed classification fee applies).

5 working days after receipt by the Board of a valid application (additional fee of \$400.00 applies).

#### **Step Three: Details of the film**

**Details requested below are listed on the final classification certificate. Please ensure they are accurate.**

Final format:  DVD  VHS  Blu-Ray  HD-DVD  Other: \_\_\_\_\_

Title: \_\_\_\_\_  
\_\_\_\_\_

Producer: \_\_\_\_\_

Director: \_\_\_\_\_

Production Co: \_\_\_\_\_

Language: \_\_\_\_\_

Country of origin: \_\_\_\_\_ Year of production: \_\_\_\_\_

**The following information is needed to ensure that your material can be viewed and classified.**

Will the product be imported in a form which cannot be modified?  Yes  No

Is there any region coding of the viewing media supplied with the application?  Yes  No

If you ticked Yes to the previous question, what is the code or codes? \_\_\_\_\_

### Step Four: Duration

You must attach a Classifiable Time Worksheet setting out the total unclassified content of this film.

### Step Five: Applicant Details

Contact Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Post address: \_\_\_\_\_

email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Please provide my classification certificate by:  email  post  fax (select one)

### Step Six: Application requirements

I have attached, as required under section 14 of the Act:

- a copy of the film
- the prescribed fee \$ \_\_\_\_\_
- please debit fee from balance of my existing classification account
- charge to this credit card number \_\_\_\_\_ Expiry date: \_\_\_\_\_
- Cardholder name: \_\_\_\_\_ Signature: \_\_\_\_\_

an adequate synopsis of the film.

If an interactive film, I have also attached:

particulars of any contentious material and how that material may be accessed

### Step Seven: Return of material

Note: Failure to indicate a preferred option will result in your film being automatically treated with the default option of secure destruction.

- Classification Board to destroy this copy of the film 90 days after a classification decision being made or retain for training purposes.
- I have made arrangements with the Classification Board to return the copy of the film, by courier, at my cost within 90 days.

### Step Eight: Certification

This film is not for public exhibition. I submit a copy of the film at my own risk and expense.

I am aware that the application for classification is not valid until I have supplied the Classification Board with a copy of the film, an adequate synopsis of the film, correct duration of all components of the film. If this application is for the classification of an interactive film, I have also supplied a contentious material statement.

I authorise the Classification Board to debit my, or the company's, account for the full value of the classification fee. I acknowledge that the Classification Board has the right to determine the actual fee for the application, which may be different to that estimated in this application.

I confirm that the information contained in the application form is not false or misleading in any way.

**Signed:** \_\_\_\_\_ (by/on behalf of the Applicant) **Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

