
Congratulations on your distribution proposal. If you would like to deposit your work with CFMDC, the first step is to send us your deliverables. Please read through this document thoroughly to ensure your film is received securely.

Deliverables Checklist

1. Screening file (ProRes and film print/DCP, if applicable)

This is a QuickTime file exported with the Apple ProRes codec (ProRes 422 1080 or ProRes 422 HQ only). The screening file should not exceed 25 GB for shorts or 38 GB for features. Do not use aspect ratios with anamorphic pixel sizes for HD videos – files should be at 1920 x 1080 with square pixel aspect ratios. Please append a black slide with the [CFMDC logo](#) to the beginning or end of your screening file before submitting. Please contact membership@cfmdc.org before sending multiple files with different film versions.

Any physical film prints must be on reels and in cans (CFMDC can provide archival reels and cans at a cost). 35mm films may be provided on cores.

DCPs can also be sent to us if available (Please note: If a festival requires a DCP, CFMDC will create one on your behalf, and we will charge you our going membership rate for DCP creation, as outlined on [our website](#)).

2. Signed agreement (digital file only)

Multiple titles are processed with a single contract. We are unable to split royalty payments between multiple filmmakers, so please specify a single payee or company name.

3. Short clip or trailer (compressed for Vimeo 1080p)

For public preview. For most short films we recommend a 30-second duration for clips.

4. Film stills with image descriptions

Please send up to 3 hi-res stills with short image descriptions for accessibility purposes.

5. Captions or transcript

English captions are required for non-English films. Due to flexibility, SRT files are preferable to burned-in captions. At CFMDC we prioritize accessibility for all kinds of audiences and one aspect of this includes Open and Closed captions, audio descriptions etc. If you would like us to caption your film email tech@cfmdc.org for our membership rates.

6. Filmmaker headshot

7. Direct Deposit Form

For filmmakers with a Canadian bank, [this form](#) needs to be submitted to receive your royalties. For filmmakers residing outside of Canada, we process royalties annually via PayPal.



Sending Deliverables

We will provide you with a personalized upload link alongside your distribution proposal. Please upload your deliverables to this link.

Physical Prints

Please contact us for mailing instructions.

Administration Fee

CFMDC will email you an invoice once we've downloaded your deliverables. Please do not send us money without an invoice. CFMDC uses Paypal to process membership fees, however a Paypal account is not required to pay the invoice. Debit and credit cards are accepted.

Your lifetime membership is **\$85.00** and includes your initial deposit of 1-3 films. **\$50** for students.

After your first film deposit, additional film deposits are \$50 for 1-2 titles, \$75 for 3 titles, and \$100 for 4 titles (deposited together).

If the membership fee is a barrier for you, CFMDC also offers PWYC (Pay-What-You-Can) options.

Troubleshooting

If you are having any difficulty uploading or exporting your file, please send an email to tech@cfmdc.org.

For any non-technical questions, please send an email to membership@cfmdc.org.

We are looking forward to receiving your work!