

**THE UNITED REPUBLIC OF TANZANIA**



**MINISTRY OF INFORMATION, CULTURE, ARTS AND SPORTS**

**FILMING PERMIT APPLICATION FORM**

**NOTE:**

This form should be completed by all companies, institutions, groups or individuals who seek permission to undertake assignment as film/video/documentary producers. Film/video/documentary producers should submit letters stating reasons for shooting/filming in Tanzania. They must also attach a **synopsis** or scripts when forwarding their applications. All applicants are advised to submit this form **at least one month** before the commencing date of the assignment, to:

**Executive Secretary,  
Film Board Tanzania,  
Ministry of Information, Culture, Arts and Sports,  
P.O. Box 8031,  
DAR ES SALAAM  
Tel: +255222121920  
Fax +25522 2121921  
Hotline: +255 716 888 891  
Facebook: Tanzania Film Board  
[filmboard@habari.go.tz](mailto:filmboard@habari.go.tz)  
[km@habari.go.tz](mailto:km@habari.go.tz)  
TANZANIA**

**PART I: PARTICULARS OF AN APPLICANT**

Surname: ..... First  
Name(s) .....  
Date of  
Birth: ..... Nationality: .....  
Marital  
Status: ..... Profession: .....  
Passport No.: ..... Date and Place of  
Issue: .....

Home Organization represented:  
.....  
Address.....Phone.....  
Fax: .....Email: .....

Address/Reference while in Tanzania.....  
.....  
Phone.....Fax.....email.....

**PART II: FEES FOR PERMITS**

- a) Film/Video producers Fees \$ 1,000 Fast Truck applications US\$ 3,000 (to be processed within 7 working days)
- b) Indicate whether you will pay by banker’s draft or through courier service or by cash: Through agent in Tanzania.....

***PAY THROUGH ACCOUNT NUMBER: 20110019877***  
***BENEFICIARY: TANZANIA FILM BOARD – EXECUTIVE SECRETARY***  
***BANK: NATIONAL MICROFINANCE BANK***  
***BRANCH: NMB BANK HOUSE***

**PART III: PURPOSE AND DURATION OF VISIT**

- 1. Number of people in the entourage (Figure) ..... (Attach details)
  
- 2. My/our purpose is to .....  
..... (Attach detailed synopsis/script)
  
- 3. I/We intend to stay in Tanzania for (days/months)  
.....
  
- 4. Date of entry to Tanzania .....
- 5. Point of entry to Tanzania .....  
Point of Exit ..... Date .....
  
- 6. Do you intend to import any filming equipment (Yes/No) (If yes, you will be required to deposit a cash bound with customs Authorities at point of entry).**
  
- 7. I/We wish to visit (specific areas)  
.....  
.....  
.....
  
- 8. I/We wish to interview  
.....  
.....  
.....

**PART IV: LAST VISIT TO TANZANIA (IF ANY)**

Date (s)

.....

Purpose

.....

.....

**PART V: DECLARATION**

I/We declare that I/we will submit **two copies of film**/documentary/program me to the Executive Secretary –Film Board Tanzania.

Date: .....

Signature of Applicant .....

**PART VI: COMMENT BY NEAREST TANZANIAN DIPLOMATIC MISSION**

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.....

**FULL NAME OF THE OFFICIAL**

TITLE:.....

Date: .....Stamp .....

*(NB: Please fill all parts above. Failure may result in delay).*

**FOR OFFICIAL USE ONLY**

**PART VII: THE APPLICATION HAS BEEN APPROVED/NOT APPROVED**

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- NB:**
- 1. Permit will be issued **only after payment is received**
  - 2. Permit is valid for a **maximum of three months only.**
  - 3. Permit is valid only in **Tanzania Mainland;** not in Zanzibar
  - 4. Permit is obtainable in Dar es Salaam only. **FILM BOARD TANZANIA**

**NAME OF THE AUTHORISING OFFICER**

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TITTLE.....

SIGNATURE.....

DATE.....