

Film Production Accounting

August 2nd-5th, 2018 Belgrade

TRAINING AGENDA

Course tutor: Lucy Drake

Day 1 – Thursday, August 2nd, 2018. o UK Film Production	
9:30 – 10:00	Introduction of the course
10:00 – 11:30	Review of UK productions that have filmed in Serbia The structure of international co-productions
11:30 – 11:45	Comfort/Coffee break
11:45 – 13:00	The structure of international co-productions Why foreign producers choose to film in Serbia?
13:00 – 14:00	Lunch break (could be shortened to 45min)
14:00 – 15:30	Understanding the production life cycle Review of all crew roles and responsibilities
15:30 – 15:45	Comfort/Coffee break
15:45 – 17:00	Comparisons to local productions ways of working

Day 2 – Friday, August 3 rd , 2018 o Budgeting	
9:30 – 10:00	Re-cap of Day One
10:00 – 11:30	An overview of Movie Magic Budgeting software Breaking down a film budget
11:30 – 11:45	Comfort break
11:45 – 13:00	Using different currencies Deciding on locked exchange rates Currency exchange risks Producing cashflows
13:00 – 14:00	Lunch break
14:00 – 15:30	Understanding Production Services Agreements Review of tax incentives in Serbia and other countries. Potential funding options
15:30 – 15:45	Comfort break
15:45 – 16:45	How to advise foreign co producers Producing tax incentive estimates
16:45 – 17:00	Conclusions/Questions and Answers

Day 3 – Saturday, August 4th, 2018. o Filming Prep, Shoot & Wrap	
9:30 – 10:00	Re-cap of Day Two
10:00 – 11:30	Setting up ways of working with foreign co producers Understanding of: <ul style="list-style-type: none"> • Taxes • Studio procedures manuals • Bank accounts
11:30 – 11:45	Comfort break
11:45 – 13:00	Managing spend, including purchase orders and contracts Call sheets and progress reports Forecasting spend Communication of underspends or overspends
13:00 – 14:00	Lunch break
14:00 – 15:30	Cost reporting – to producers and funders Agreement of final costs
15:30 - 15:45	Comfort break
15:45 – 17:00	Audit requirements Final paperwork required

Day 4 – Sunday, August 5th, 2018. • Common Issues	
9:30 – 10:00	Re-cap of Day Three
10:00 – 11:30	Deciding which accounting systems to use Whether to report in Euro or Dinar
11:30 – 11:45	Comfort break
11:45 – 13:00	Managing Serbian VAT - including allowable / disallowable VAT Methods of paying expenses and per diems to foreign cast and crew
13:00 – 14:00	Lunch break
14:00 – 15:30	Monitoring the tax incentive value Manage reporting requirements to the Serbian Government and the international co production, and how they differ.
15:30 - 15:45	Comfort break
15:45 – 17:00	Any other issues