

REPUBLIC OF RWANDA



RWANDA CULTURAL HERITAGE ACADEMY

**FILM SHOOTING AUTHORISATION REQUEST FORM**

**I. IDENTIFICATION**

First and last names:

Citizenship:

Passport /ID N°:  Place of issue:

Date of issue:  Date of expiry:

Profession:  Adress:

Phone:  Email:

**II. FILM PROJECT INFORMATION:**

Tilte of the film:  Genre:

Details schedule (dates):  From ..... To .....

Duration of stay (for non residents):

Location (town, sector):

**III. REQUIRED DOCUMENTS:**

1. Letter of request.
2. Identification of the applying for the permit.
3. Recommendation of the institution in Rwanda related to your work.
4. Curriculum vitae (the whole film crew).
5. Synopsis copy.
6. Copyright certificate for nationals.
7. For the use of special materials, authorisatin from the concerned authorities.
8. Accreditation (for journalists).
9. A copy of receipt of Rwanda Revenue Authority  
(from RRA: <https://nonfiscal.rra.gov.rw/citizenreceiptGeneration?flag=C> ).
10. A slip of service payment (Bank of Kigali).

**IV. DECLARATION:**

**“I declare that the information provided above is true.”**

**Names:**

**Signature:**

*N.B: The authorisation will be collected after 4 service days following the completed file request.  
If possible, please provide a copy of your work for archive purposes*