

Film Producing Company License

Department of Private Sector- Plan & Foreign Relations Directorate

Ministry of Culture and Youth

Pole Bagh e Omomi- Within the Ministry of Culture and Youth Building

Telephone numbers: 20210312

Public Media Law

Documents required:

1. Application letter from the investor.
2. Profession education documents or documentation of at least three years professional film experience by the investor.
3. List of equipment from the investor.
4. Articles of Incorporation from the investor.
5. A single form letter to the Attorney General, Criminal Department from the MoCIY.
6. Letter to the Afghan Film Directorate from the MoCIY.
7. Letter to the Finance and Administration Directorate from the MoCIY.
8. Letter to AISA from the MoCIY.

Only Afghans can obtain this license, i.e., the investor and the company manager should have Afghan citizenship. Photo copy of their National ID card is attached to the file. According to the Public Media Law, Afghan' citizenship is essential.

The process takes from one week to one month to finish. At least six signatures are required, the final signature being that of one of the Deputy Ministers of the MoCIY.

Cost (Fee): 100 Afs: the cost of License notebook

The license must be renewed annually. The renewal process is not the same as the initial process. For renewal, a letter from Private Sector Department of Plan and Foreign Relations Directorate of MoCIY is sent to the MoF in order to ensure that the investor has no tax arrears. When this confirmation is obtained, the MoCIY will write on the back of the old license "renewed for one year" and then it is signed and stamped. If the investor has the correct documentation from the MoF regarding tax payments, the license can be renewed in one day.

Step by step process of acquiring the license:

Commercial or industrial companies that need a digital system telephone will follow the following steps:

1. First the investor submits an application letter to the Minister of Culture and Youth.
2. The Minister reviews this letter to ensure that it is within the mandate of the ministry and then signs it.
3. The application is returned to the investor after being registered in the Documents and Relations Office of MoCIY.
4. The investor takes it to the Private Sector Department of Plan and Foreign Relations Directorate.
5. The application undergoes the procedure after the Director of Plan and Foreign Relations writes instructions on it.
6. The Private Sector Department verbally asks some questions from the investor, such as, is he/she an Afghan? Is he/she at least 18? Is he/she or has he/she been deprived of civil rights by the order of a court?
7. If the investor meets these requirements, then a "Declaration Form" is given to him/her in which identification of the individual and other personal information is filled out and signed.

An authorized manager/investor should:

- Be an Afghan.
 - Be 18 years old.
 - Not be deprived or have been deprived of his/her civil rights by the order of an authorized court.
 - Not be a government employee.
 - Have a professional education's certificate or at least three years of professional working experience.
8. The Private Sector Department will give a form to the authorized manager who has been nominated by the investor to fill in his/her identification. (If the investor meets the requirements for the authorized manager, then he/she can hold both positions of the investor and the authorized manager of the company.)
 9. The Private Sector Department asks the investor (the holder of company privilege) to show the list of equipment needed for the film company and its Articles of Association. These two documents are then filed.
 10. The Private Sector Department gives the investor an identification form in which the identification of the investor and the authorized manager are included respectively.

11. The investor takes this form to the criminal office of the Ministry of Interior Affairs and to the Attorney General. These two authorities must confirm that the investor and the designated manager have clear backgrounds and that they have not been involved in any cases, that is, these two persons are not being deprived of their civil rights at any time.
12. The Private Sector Department also sends two letters to the Afghan Film Directorate and to the Publications' Directorate of MoCIY to seek their official professional comments on whether the equipment of the proposed investment are appropriate for a film making company or not.
13. Also that Department will send a letter to the Revenue Presidency of the MoF to officially confirm that the investor has no outstanding tax obligations.
14. The Department sends a letter to Finance Directorate of MoCIY as well to introduce the investor to them to pay 100 Afs. for cost of the license.
15. After all these steps have been followed, the Private Sector Department of the Planning and Foreign Relations Directorate issues the investor the Film Company License. The Department also issues the investor with a letter to AISA to obtain an AISA license.