

Consumer Protection Division

Kit for Classifying a film by documentation or screening

The Film and Video Classification Act

Instructions for Classifying a Film by Documentation

If the film is not a regular box office release and has already been classified by another approved rating agency, it must still be classified by Saskatchewan (note, classification by documentation is not available for adult only films or for regular box office releases).

Classification by documentation is suitable for films used in repertory theatres, delayed “live events” and for public one-time type exhibitions by groups or organizations. It is also suitable for distributors of retail or rental home-use videos or DVD’s where such were not rated pursuant to the Canadian Home Video Rating System.

To be rated by this option, the distributor or exhibitor must acquire the classification documents from an approved agency (see list below) or from the unbiased reporting source and submit them to the Saskatchewan Film Classification Board (note, the Board may also require the film to be submitted for an actual viewing before a rating is assigned). If the film has not been classified by an approved agency, a classification by screening request is required.

Approved agencies whose previous ratings are recognized for this option include:

- 1). Consumer Protection British Columbia, Motion Picture Classification
- 2). Alberta Film Classification (ratings also used by Northwest Territory and Nunavut),
- 3). Manitoba Film Classification Board,
- 4). Ontario Film Review Board,
- 5). Régie du Cinema (Quebec),
- 6). Nova Scotia Film Classification (ratings also used by Newfoundland, New Brunswick, and Prince Edward Island)
- 7). The Motion Picture Association of America, or
- 8). [The British Board of Film Classification](#).

What we need:

- Completion of the attached form.
- If the film has been classified by another jurisdiction, a copy of the “Summary Report” from that other jurisdiction advising what the film is about and the rating of the film.
- The form should be provided to our office **at least 14 days** prior to the showing date.
- The form and other information can be sent by email (with an attached PDF), fax or regular mail.

The classification by documentation fee is currently \$50.00 per film title.

Make fee payable to the MINISTER OF FINANCE A form is enclosed if paying by credit card
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Classification by Screening Instructions

In order to support the development of new entrants to the film-making community, small independent film makers, and repertory theatres, the Saskatchewan Film Classification will view and classify non box office type releases (as a reminder, regular box office type releases and all adult film must be rated through the Film Classification Office of Consumer Protection BC).

What we need

To process a screening request we will need a copy of the DVD to be rated, a secure e-link with password, or a time and place to view the film at a theatre in Regina (contact us by phone or email to make arrangements).

[The request should be provided to our office at least 14 days prior to the exhibition date.](#)

The fee for this option is currently \$50.00 per film title. If requested, we will return a submitted DVD.

What we do:

- Once the film is received, it is then classified by Saskatchewan Film Classification.
- Once the classification is returned, a letter advising of the rating, an invoice for the rating of the film(s) is prepared (if the fee was not paid at the time of submission) and sent to you. If the rating is returned a couple of days before the film is due to be shown, the letter and invoice will be faxed.

If you have any questions, contact the Consumer Protection Division, Saskatchewan Film Classification Administrative Coordinator at (306)787-5269. Send the required information to:

Saskatchewan Film Classification
500-1919 Saskatchewan Drive
Regina SK S4P 4H2
Inquiry: (306) 787-5550
Fax: (306) 787-9779
Toll free: 1-877-880-5550

Email: skfilmclass@gov.sk.ca

REQUEST FOR CLASSIFICATION BY DOCUMENTATION
OR SCREENING

Fee \$50 (per title)

Make cheque payable to the Minister of Finance or complete credit card information on the enclosed payment authorization form.
\$10 service charge for any cheque returned from your financial institution

Distributor/Organization Name & Address:

Address, City Postal Code:

Film Title:

Running Time:

Where Playing:

Dates Playing: (Requests for classification must be submitted to the Saskatchewan Film Classification Office at least 14 days prior to the date of showing.)

List other Jurisdictions where the Film is Classified: (Please note: If the film is not classified in any other jurisdiction, please submit a regular or blue ray DVD for classification by viewing)

I understand that by submitting this form, I am responsible for the classification charges of \$50 per title.

Please confirm: I agree

Submitted by: _____

Date: _____

Phone #: _____ Fax #: _____

Email Address: _____

Reset



Payment Authorization

I, _____

authorize the

Consumer Protection Division to charge \$
card.

to my credit

Visa

Mastercard

Name appearing on card

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Card No.

MM YY

Expiry Date

Signature of Card Holder

Date

Please include with your supporting documents.

Reset