

No. M-11018/23/2025-DO(FC)
Government of India
Ministry of Information & Broadcasting
2nd Floor, Kartavya Bhawan 2, New Delhi-110001

Dated: 30th March, 2026

OFFICE MEMORANDUM

Subject: Exemption from the provisions of certification of films - reg.

Reference: (1) Policy for certification of films for film festivals issued vide Ministry's Office Memorandum No. 808/5/2004-F(C) (Pt) dated 17.01.2006.

(2) Additional Guidelines for certification of films for film festivals issued vide Ministry's Office Memorandum Nos. M-11018/46/2023-DO(FC) dated 01.05.2023 and 07.08.2024.

The undersigned is directed to refer to the Ministry of Information & Broadcasting's detailed policy guidelines under reference above (**copy enclosed**) regarding grant of exemption to Indian and foreign films from the provisions of certification for exhibition in film festivals which are non-commercial in nature and where viewership is confined to registered delegates.

2. It has been observed that requests for exemption of films from the provisions of certification are often submitted with incomplete information, resulting in delays in scrutiny and disposal of proposals within the stipulated period. To streamline and strengthen the existing framework, it has been decided to introduce standardized annexure-based documentation system with an accompanying checklist.

3. Henceforth, all proposals seeking exemption must be submitted in the prescribed formats (**enclosed as Appendix**), duly completed and accompanied by the required supporting documents. The standardized formats will ensure uniformity, completeness of information, and timely processing of requests.

4. Festival Directors are advised to adhere strictly to the prescribed formats and timelines while submitting application seeking exemption of films from the provisions of certification. Applications that are incomplete, delayed, or not conforming to the standardized documentation system will not be considered.

5. This issues with the approval of the competent authority.

Encl: As above.



(Surajit Indu)

Under Secretary to the Govt. of India

(सुरजीत इंदु)
(SURAJIT INDU)

अवर सचिव/Under Secretary
सूचना एवं प्रसारण मन्त्रालय
Min. of Information & Broadcasting
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

To

1. All Film Festival Organizers/Authorities/Individuals etc.
2. NIC, MIB - for publication on Ministry of I&B's official website.

Format for Exemption of Films

To

The Joint Secretary (Films)
Government of India
Ministry of Information and Broadcasting
Room No. 22094, 2nd Floor, Kartavya Bhawan 2
Dr. Rajendra Prasad Road
New Delhi-110001

Subject: Request for exemption from the provisions relating to certification of films for **(Name of the Festival)** from **(Period of the Festival)** at **(Venue of the Festival)** organized by **(Name of the Organization)** - reg.

Sir,

(Name of the Organization) is organizing a **(Name of the Festival)** from **(Period of the Festival)** at **(Venue of the Festival)** in which **(No. of films)** will be screened that are not certified by the Central Board of Film Certification. **There is No Sale of Tickets.** The exhibition of the films will be **limited to delegates (details, if any)** duly registered with us.

2. We enclose the following documents for your kind information:

- (i) List of films to be screened in the festival that are to be exempted from certification by the Central Board of Film Certification (as per **Annexure-1**)
- (ii) Synopses of the films (as per **Annexure-2**)
- (iii) Composition of the Preview Committee (as per **Annexure-3**)
- (iv) Preview Committee Report (as per **Annexure-4**)
- (v) Certificate/Declaration from the Festival Director to the effect that the screening will be non-commercial and limited to delegates (as per **Annexure-5**)
- (vi) Certificate/Declaration from the Festival Director to the effect that the members of the Preview Committee (**at least three members and including at least one female member**) are independent of the organization making the application (as per **Annexure-6**)
- (vii) Certificate/Declaration from the Festival Director to the effect that none of the proposed films are certified/rejected/pending due to modification suggested by CBFC (as per **Annexure-7**)
- (viii) Details of the Festival Director of the Festival/Screening (as per **Annexure-8**)
- (ix) Details of the Organization organizing the Festival/Screening (as per **Annexure-9**)
- (x) Details of the Festival/Screening (as per **Annexure-10**)
- (xi) Summary and Checklist (as per **Annexure-11**)

3. Accordingly, it is requested to grant exemption from the provisions of certification in respect of the said films.

Yours faithfully,

Signature
(Name of the Festival Director)
Festival Director

LIST OF FILMS TO BE SCREENED IN THE FILM FESTIVAL/SCREENING

Sl. No.	Title of film in English & Original Language	Date/Year of Release	Country of Origin	Category of Certificate in origin country	Whether applied for CBFC certificate	Whether certified/rejected /pending with CBFC	Name of the Director	Duration of Movie
1.								
2.								

Signature
(Name of the Festival Director)
Date:

SYNOPSIS OF THE FILMS

Sl. No.	Title of film in English & Original Language	Genre of film (Action/Drama/Comedy/Romance/Thriller/ Horror/Science Fiction (Sci-Fi)/Fantasy/ Adventure/Crime/ Musical/Historical/ Biographical/War Drama/others (please specify, if other) If more than one genre is applied, please mention all of them)	Synopsis (Not less than 100 words)
1.			
2.			
3.			

*** Declaration:**

It is certified that while drafting the synopsis/synopses of the film(s), no such facts that may be construed to be against the interest of the sovereignty and integrity of India, security of the State or affect friendly relations with foreign States, public order, decency or morality, or involves defamation or contempt of court or is likely to incite the commission of any offence have been suppressed.

Signature
(Name of the Festival Director)
Date:

COMPOSITION OF THE PREVIEW COMMITTEE

(should comprise persons who are related to the film industry or are critics/writers connected with films, including at least one female member)

Sl. No.	Name of the Preview Committee Member	Nationality	Occupation in Film Industry	Address, Contact details and Mobile No.	ID Copy provided (PAN and Aadhaar/ other)*	Brief Bio with experience#
1.						
2.						
3.						

* Self-attested copy of (i) PAN Card **and** (ii) Aadhaar Card or other Government issued ID Card of the Preview Committee shall be sent along with application for verification of ID & signature.

Supporting documents, if any.

Signature
(Name of the Festival Director)
Date:

PREVIEW COMMITTEE REPORT

We hereby certify that we are independent of the Organization organizing the festival, and have previewed all the films being screened at [Name of Film Festival/Screening]. **The previewed films contain no objectionable contents in accordance with the exemption guidelines issued by the Ministry of Information & Broadcasting and are recommended for screening at the film festival/screening.**

Signatures

(Names of the Preview Committee Members)

Signature

(Name of the Festival Director)

CERTIFICATE

I/We hereby certify that the screening of films at the (Name of the film festival/screening) from (period of the film festival) would be limited to delegates duly registered with the organization and the said film festival is non-commercial in nature.

Signature
(Name of the Festival Director)
Date:

CERTIFICATE

I/We hereby certify that the Preview Committee Members are independent of the organization making the application.

Signature
(Name of the Festival Director)
Date:

CERTIFICATE

I hereby certify that none of the films for which exemption is being sought have been certified or rejected or pending due to modification suggested by the Central Board of Film Certification (CBFC).

Signature
(Name of the Festival Director)

Date:

DETAILS OF FESTIVAL DIRECTOR OF THE FESTIVAL/SCREENING

Name of the Festival Director	Nationality	Occupation in Film Industry	Address, Contact details and Mobile No.	Details of ID provided with a self-attested copy of ID (PAN and Aadhaar/ other)*	Brief Bio with experience

* Self-attested copy of (i) PAN Card **and** (ii) Aadhaar Card or other Government issued ID Card of the Festival Director shall be sent along with application for verification of ID & signature.

Signature
(Name of the Festival Director)
Date:

DETAILS OF THE ORGANIZATION ORGANIZING THE FESTIVAL/SCREENING

Sl. No.	Name of the Organization (If event is being organised by more than one organization, please give the details of each of them)	Country of Origin	Address, Contact details	Registration number/ Affiliation number & (Registering /Affiliating Authority)	Details of the organization
1.					
2.					

Signature
(Name of the Festival Director)
Date:

DETAILS OF THE FESTIVAL/SCREENING

Name of the Festival/ Event	Brief and Key Details of the Festival	Source of fund Funded by Central Govt./State Govt./PSUs/Autonomous Bodies/ Self-Funded/Others (please specify)

Signature
(Name of the Festival Director)
Date:

SUMMARY AND CHECKLIST

- I. Name of the festival :
- II. Period (Date) : From To
- III. Venue(s) : (i).....
 : (ii).....
 : (iii).....
 : (iv).....
- IV. Number of films being screened in Film Festival:
 a) No. of Indian films : CBFC certified Non-certified
 b) No. of foreign films : CBFC certified Non-certified
 c) Total No. of CBFC certified films :
- d) Total No. of films **excluding CBFC certified films for which exemption is sought** for screening in festival:
- V. Details of Festival Director:
 a) Name :
- b) Mobile No. :
- VI. Details of Organization:
 a) Name :
- b) Contact No. :
- VII. Details of Preview Committee Members:
 i. Name :
- Mobile No. :
- ii. Name :
- Mobile No. :
- iii. Name :
- Mobile No. :
- iv. Name :
- Mobile No. :
- VIII. Checklist:
- | | | |
|-----------------|------------------------------|-----------------------------|
| 1. Application: | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 2. Annexure-1 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 3. Annexure-2 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4. Annexure-3 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. Annexure-4 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 6. Annexure-5 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 7. Annexure-6 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 8. Annexure-7 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 9. Annexure-8 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 10. Annexure-9 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 11. Annexure-10 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Signature
 (Name of the Festival Director)
 Date:
