



Location Scouting Support Program

- Guidelines

Managed by the Korea Film Commissions & Industry Network (KFCIN), the Location Scouting Support Program aims to encourage foreign audiovisual productions and international co-productions to film in Korea. The program supports location scouting in Korea for up to two foreign key crew members – such as directors, assistant directors, producers, cinematographers, production designers, and location managers – from eligible projects planning to shoot in Korea for at least three days.

Definitions

Foreign Audiovisual Production

An audiovisual project in which a foreign company invests more than 80% of the production budget and leads the development, production, and post-production

International Co-production

An audiovisual project co-produced with a Korean production company that meets the following criteria:

- Two-country co-productions: Each co-producing country must contribute at least 20% of the total production budget.
- Three-country co-productions: Each co-producing country must contribute at least 10% of the total production budget.

Support Details

The program supports location scouting expenses in Korea for up to two people for a maximum of six days.

Supported expenses may include:

- Round-trip economy-class airfare for up to two people
- Accommodation support with a maximum of 200,000 KRW per night
- Rental car and fuel expenses with a maximum of 100,000 KRW per day
- Service costs for a domestic location coordinator during the scouting period

The scope and level of support may vary depending on the project's potential to film in Korea and its expected economic impact. If a regional film commission has already provided support covering identical expenses, KFCIN will not duplicate such support. Applicants must inform KFCIN in advance if they have received or plan to receive support from another regional film commission.

Eligibility

Eligible projects include foreign audiovisual productions and international co-productions with Korean production companies planning to film in Korea.

Projects must:

- have a total running time of at least 60 minutes
- be planning to film in Korea for at least three days

Eligible formats include:

- Feature films
- Documentaries
- Television productions (drama series, mini-series, variety shows, sitcoms, etc.)
- OTT series and films

Note: Short films, experimental films, news, local TV programs, informational programs are not eligible.

Application and Evaluation

Applicants are advised to contact KFCIN before submitting an application, as support is provided on a first-come, first-served basis and may no longer be available once the program budget has been fully allocated.

Eligible applicants

If the project is an international co-production with a Korean production company, or if a Korean production service company has been engaged for the project, the application must be submitted by the Korean producer.

If the project does not yet have a Korean partner, the application may be submitted by the foreign producer or director of the project.

Application deadline

Applications must be submitted at least four weeks before the planned location scouting in Korea (Applications are accepted year-round).

Required Documents

Applicants must submit the following documents:

Note: All documents must be submitted in English or Korean

- KFCIN Application form
- Treatment or script indicating the scenes to be filmed in Korea
- Filmography of location-scouting crew members
- Production company profile
- Business registration certificate of the production company or equivalent documentation
- At least two of the following:
 - Director's contract
 - Main actor's contract
 - Investment contract: Proof of securing over 50% of the production budget

- Distribution agreement or pre-sale agreement
- Special Considerations: For specific types of projects, required documents may be replaced as follows:
 - i) Documentaries: A confirmation of funding support from domestic or international organizations may replace the investment contract, and a production plan may replace the treatment
 - ii) International co-production projects: A contract of co-production may replace the investment contract

Note: Additional relevant information (e.g., key crew filmographies, media articles about the project) may also be considered during the decision-making process.

Selection Criteria

The selection process will be based on a comprehensive assessment of various factors, including:

- Extent of exposure of Korean filming locations (evaluated by shooting ratio or shooting days)
- Estimated local expenditures in Korea
- Filmography of the production company and main crews
- The project's contribution to promoting Korean tourism

Announcement of Results

Applicants will be notified of their eligibility and the expected level of support within two weeks of submission.

Note: The support details may change after the location scouting and review of the supporting document.

Note: If there are any changes to the visitors, schedule, or other application details, the applicant must inform KFCIN in advance. Failure to notify KFCIN or unauthorized changes after approval may result in cancellation of support.

Support Procedure

- If the application is submitted by a Korean production company or production service company
 - They must enter into a contract with KFCIN before the scouting.
 - They must submit supporting documents for the expenses, along with a location scouting report. After reviewing the submitted documents, KFCIN will confirm the final reimbursement amount and request a tax invoice.
- If the application is submitted by a foreign production company
 - They must submit supporting documents for the expenses, along with a location scouting report. After reviewing the submitted documents, KFCIN will confirm the final reimbursement amount and transfer it to the applicant's designated bank account.
 - The contract and payment for the domestic location coordinator will be managed directly by KFCIN.

Supporting Documents

- Airfare: Receipts, e-tickets, copies of participants' passports.
- Accommodation: Receipts, Invoices
 - *Only expenses incurred during the confirmed support period will be eligible for reimbursement.
 - *The participants' name must be stated on the invoice.
- Rental car: Receipts (rental, fuel, parking), rental contract
- Location coordinator: CV

Note: Handwritten receipts are not accepted as valid supporting documents.

Obligations

- Applicants must submit a Location Scouting Report along with photo materials within one month after completing the scouting.
 - The report may be submitted in any format but must include the following information: scouting crews, locations, dates, scouting photos for each site, and a detailed description of the scouting process.
- The supported project must acknowledge the program's support in its credits.
 - With support from the KFCIN Location Scouting Support Program
 - The KFCIN logo must appear in the end credits.
- After project completion, applicants must submit a 4K screener link or a video file of the final version, print-quality stills, and promotional materials (e.g., posters). These materials will be used by KFCIN for non-commercial purposes only, including research and promotional activities.
- Applicants must report project progress (e.g., filming start and completion, distribution status, festival submissions, awards, etc.) for up to two years after receiving the support grant.
- Applicants must respond in good faith to any inquiries from KFCIN.

Contact Information

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