

Indie Film Delivery Checklist

Everything you need to prep for a distributor or streamer

Before your film hits a streamer, network, or international buyer, you'll need more than a final cut. Delivery means delivering *everything*: legal, creative, financial, and technical materials.

Missing even one item can delay (or kill) your deal.

Deliverable

Why It Matters

Red Flags

<u>Deliverable</u>	<u>Why It Matters</u>	<u>Red Flags</u>
Final Locked Picture (HD or 4K)	This is your completed film, color corrected, mixed, and fully finished.	No versioning — distributor may want 90-min version, 44-min cut, and TV edits.
M&E Tracks (Music & Effects)	Used for dubbing into foreign languages. Must exclude all English dialogue.	If M&E is sloppy or missing effects, you'll look amateur to foreign buyers.
Dialogue Continuity Script (CCSL)	Shows every line of dialogue + timecode. Required for subtitles and dubbing.	Auto-generated scripts won't cut it — must match screen <i>exactly</i> .
Closed Caption File (SCC or SRT)	Required for ADA compliance and streamers.	Not the same as subtitles! Must follow captioning standards.
E&O Insurance Certificate	Errors & Omissions coverage protects <i>them</i> from lawsuits.	If you didn't clear music, names, logos, or life rights... you won't get insured.
E&O Application (Long Form)	Shows your insurable risks — often requested in full.	If you lie or omit things, your policy may be canceled or voided.
Chain of Title Docs	Proof that you <i>own</i> the right to sell the film.	Missing life rights, unclear option agreements, or expired assignments.
Music Licenses	Sync licenses (for all songs) and master licenses (for each recording).	Even indie music needs written licenses. No screenshot deals.
Final Cue Sheet	Lists all music used with timestamps, duration, and rights info.	No cue sheet = no foreign sales. Some buyers won't even review without it.

Cast & Crew Agreements	Proof everyone who worked on the film gave you permission.	Verbal agreements don't count. SAG paperwork must match credits.
Location & Materials Releases	Legal permission to film at locations and use props/art shown.	Missing releases = blurred logos, pulled content, or lawsuits.
Copyright Registration (U.S.)	Formal ownership of the finished film.	Filing late? You lose your ability to claim statutory damages.
Title Report	Confirms your title doesn't infringe on other films or IP.	Skipping this can result in a cease-and-desist right before release.
Clearance Log	Shows what IP is visible on screen and whether it's cleared.	Even background posters, t-shirts, or product labels need clearance.
MPAA Rating or Exemption	Needed for theatrical and many platforms.	"Unrated" may limit your distribution scope or trigger extra legal review.
Final Credits List	Complete, accurate list of everyone credited.	Mistakes here can trigger union issues or lawsuits over credit placement.
Graphic Assets	Poster art, social banners, stills, behind-the-scenes.	No high-res assets = weak PR push. Buyers expect full promo kit.
Trailer (Various Durations)	15-sec, 30-sec, and 90-sec cuts. Often required separately.	Music in your trailer must <i>also</i> be licensed — don't forget!

Real World Tips

- **Don't wait until distribution to prep delivery items.** Budget for it *during* production. Legal cleanup after-the-fact is messy and expensive.
- **Even if your deal is non-exclusive, you still need a clean chain of title.** One missing life rights release can derail a streamer deal.
- **Use a contract automation tool like Thoolie to store and tag your delivery docs.** You'll need to resend them multiple times in multiple formats.
- **Keep everything organized by delivery folder.** Example:
 - **Delivery**
 - **Legal**
 - **Music**
 - **Credits**
 - **E&O**
 - **Picture & Sound**