

Film and Television Tax Credit (FTTC)



Amendment Companion Guide

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Film and Television Tax Credit (FTTC) Amendment Companion Guide | Ministry of Arts, Culture and Status of Women

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Amendment Companion Guide

To get started

Access the Application Portal

Open your browser (Google Chrome or Microsoft Edge is recommended) and access the online application portal via the FTTC webpage [Film and Television Tax Credit | Alberta.ca](#)

Please use the link provided on the program website. Do not use bookmarked links, as they may become unusable after system updates and changes.

On the Program Webpage click on “How to apply”. It will bring you down the page to the online application portal.

On this page:

- [Important dates](#)
- [Overview](#)
- [Eligibility criteria](#)
- [How to apply](#)
- [After you apply](#)
- [Requesting a tax credit](#)
- [Legislation, guidelines and forms](#)
- [Contact](#)
- [Related](#)

Online Application Portal →

Click “Sign in” or “Alberta.ca Account”.

Sign in with your Alberta.ca account

Alberta.ca Account

When you apply for your Alberta.ca account, you will be provided with two options: basic and verified. Both can be used to apply for our grant programs. Your Alberta.ca account contains only the information needed to create and register your account. When you access other participating Alberta government online service, only the portions of your account needed by the service will be shared.

Alberta.ca Account

You will be taken to the Alberta.ca Account login page and prompted to sign in.

If you have forgotten your Alberta.ca Account login information, or have difficulties logging in, please try one of the following options:

- For forgotten user and/or password, click “Having trouble signing in?”. You will be e-mailed the reset and/or recovery information.
- Contact the Alberta.ca Account team at 1-844-643-2789 or alberta-ca.account@gov.ab.ca
- Fill out the online form at: <https://www.alberta.ca/alberta-ca-account-contact.aspx>

Once you have logged in, you will be taken to the main Application page. On this page you will find all submitted applications (as well as draft and legacy applications) under “My Applications”.

The amendments are for changes to your production that require a revised Authorization Letter or a revised Tax Credit Letter.

Click the arrow on the application and select “Amendments”.

My Applications

FTTC

Application Identifier ↓	Title of Production	Status	Date Submitted	Organization	Application Manager	Authorized Tax Credit Amount
FTTC		Authorization Issued				
FTTC		Authorization Issued				
FTTC						

View Application

Amendments

Tax Credit Certificates

Then select “New Amendment Request”.

Amendments

Application Identifier	Status	Do you require an extension?	Do you require a budget Adjustment?	Type of Revision	Date Submitted
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There are no records to display.

[Return](#)[New Amendment Request](#)

Complete all sections of this form. Please include as much detail as possible to best help us understand the changes to your project, its budget, and timelines.

Overview

Enter the reason for the amendment in the text box and choose the document that needs to be amended (Authorization Letter or Tax Credit Letter).

1. Reason for Amendment *

Please provide us below with details for why the amendment is required. Explain what has changed between now and the time of your initial application (or previous amendment) which requires this change. If the project is being delayed, please explain how much progress has already been made and how you arrived at new timelines for when the project will be completed.

2. Type of Revision *

Which document requires revision?

Select

Select

Authorization Letter

Tax Credit Letter

If you require an extension for the project select “Yes” from the drop-down box in question three, and in the pop-up boxes choose which date the extension is for and the new date being requested.

3. New Project Timeline *

Do you require an extension for the project?

Yes

Which date is the extension for? *

Select

What is the new date being requested? *

M/D/YYYY

If you require a budget adjustment for the project, select “Yes” from the drop-down box in question four. Supporting documentations can be uploaded on the next page.

4. Budget *

Do you require a budget adjustment?

Select

Select

Yes

No

Next

Please click “Next”.

Attachments

Please upload all required attachments here. Once you have chosen all the files, please click “Upload Files”. They will then appear in the “Currently Uploaded Attachments” section of the page.

Attachments

Only PDF, DOC, DOCX, XLS, and XLSX file extensions allowed. Max 20MB per file.

File	Upload
Budget adjustment	Choose File No file chosen
Other documents	Choose File No file chosen

Upload Files

Currently uploaded attachments

Title	File Name
There are no records to display.	

Previous

Submit

Once all the documents have been uploaded and are showing in the “Currently Uploaded Attachments” section, please click “Submit”.

You have completed an amendment to your project.

To view the amendment to the application, sign into the portal and select “Amendment”.

My Applications

FTTC

Application Identifier ↓	Title of Production	Status	Date Submitted	Organization	Application Manager	Authorized Tax Credit Amount
FTTC-01-00065						
FTTC-01-00063						
FTTC-01-00051						

View Application

Amendments

Tax Credit Certificates

Contact

If you have any questions about the FTTC program or how to complete the online application, please contact us by email at fttc.program@gov.ab.ca or by telephone at 1-833-538-3882.