

To be completed by the National Cultural Commission

GROUP/INDIVIDUAL NAME : _____
CERTIFICATE No : _____
RECEIPT No : _____
DATE REGISTERED : _____

GROUP/INDIVIDUAL/CULTURAL EVENT REGISTRATION APPLICATION FORM

OFFICER- IN - CHARGE : John Jay Umba
SIGNATURE : _____
DATE OF ISSUE : _____



National Cultural Commission

P.O. Box 7144
111 Boroko
National Capital District
Papua New Guinea

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A. BACKGROUND INFORMATION

Over the last one hundred and twenty (120) years of sustained contact with the outside world, many groups and individuals have nurtured and maintained traditional cultural activities. The National Cultural Commission acknowledges and commends these individuals and groups for their effort as they mostly did this without assistance and guidance from the Government.

These groups and individuals are undergoing tremendous change and face the danger of losing much of their authenticity. This tremendous pace of change is very evident in some factors such as performances and costumes.

This has been caused by the influx of cultures from outside the country and also the intermingling of the different cultural groups in the country itself. These changes within our traditional cultural group can be called contemporary culture.

The National Cultural Commission recognises that the developing contemporary culture is important for developing Papua New Guinea identity. While pre-contact Papua New Guinea culture was a fragmentation of hundreds of different cultures, contemporary culture is now Papua New Guinea.

B. WHO SHOULD APPLY

The National Cultural Commission encourages arts practitioners throughout the country to register.

The purposes of registering are three-fold:-

1. To encourage and ensure their continuity;
2. To encourage and ensure their authenticity in line with the guidelines of presentation and performance; and
3. To promote and market the cultural groups and individual artists to the public.

C. HOW TO APPLY

1. Check the tables on the following page to determine the category and sub category of registration you are applying for.
2. Please use a pen and write neatly in English, using **BLOCK LETTERS**.

D. REGISTRATION FEES & STRUCTURES

The registration fees are shown on the fees structures. Please pay by cash or bank cheque. Registration fee can also be directly deposited into the National Cultural Commission bank account and attached the deposit slip butt together with the application.

National Cultural Commission bank account details



Bank Name	: Bank South Pacific
Branch	: BSP Waigani
Account Name	: National Cultural Commission
Account Number	: 1000583827

Fees Structures

Performing Arts	: K 100
Visual Arts	: K 100
Cultural Centers	: K 150
Cultural Events	: K 200

E. CATEGORY/SUB-CATEGORY OF REGISTRATION

Below is a table showing the major Categories and their respective Sub-Categories. The Group /Individual column shows whether a Group or Individual registrations are accepted in the respective sub-category. Refer to the table below when filling out the appropriate fields in this application form.

CATEGORY	SUB-CATEGORY	GROUP/INDIVIDUAL
1. Performing Arts	1.1 Traditional Cultural Dance 1.2 Contemporary Cultural 1.3 Contemporary Theatre 1.4 Traditional Music 1.5 Contemporary Music 1.6 Traditional Drama	Group/Individual 
2. Visual Arts	2.1 Artefacts 2.2 Pottery 2.3 Stone Carving 2.4 Weaving/ Handicraft 2.5 Painting 2.6 Tattooing 2.7 Ornaments 2.8 Graphic Designs 2.9 Contemporary Wood Carving 2.10 Sculpture 2.11 Contemporary Pottery 2.12 Contemporary Painting 2.13 Textiles	Group/Individual 
3. Cultural Centers	3.1 Provincial Cultural Centers 3.2 District/ Village Cultural Centers	
4. Cultural Events	4.1 Regional Show/ Festival 4.2 Provincial Show/ Festival 4.3 District Show/ Festival 4.4 School Show	

F. GUIDELINES ON SUB-CATEGORY

Guidelines on each sub-category can be obtained from the Cultural Extension Service Section. Contact the Senior Extension Officer on Telephone: 323 5111 or Fax: 323 5120.

G. CERTIFICATE DUE DATE AND RENEWAL PROCESS

The NCC Group/Individual/ Cultural Event Certificate will be due after every three years from the date of registration. Group/ Individual/ Cultural Event Certificate due must be presented to NCC Cultural Officer in charge for renewal.

In case of stolen or lost certificate, a meeting minutes must be attached with other necessary documents for renewal. Otherwise, 50% of the registration fee will be imposed as penalty.

H. CATEGORY OF REGISTRATION

1. Which **category** of registration are you applying for? *Refer to the table in page 2.*

2. Which **sub-category** do you wish to be considered against? *Refer to the table in page 2.*

3. Are you applying as an individual or as a group? *Please tick.*

Individual

Group

I. GROUP/INDIVIDUAL REGISTRATION SPECIFICS

1. Group/Individual Name : _____
(Name to be registered under)
2. Date of Formation : _____
(Actual date of when the group was formed)
3. Current Residence : _____
(Where the Group/Individual are currently residing)
4. Province of Representation : _____
(Province which the Group/Individual represents)

J. GROUP/INDIVIDUAL DETAILS

1. Language Name : _____
2. Language of Presentation : _____
3. District Name : _____
4. Village Name : _____
5. Clan Name : _____
6. Province Name : _____
7. Your Home Address : _____
8. Your Postal Address : _____
(if different from your home address)
9. Your Contacts:
 - 9.1 T/phone Number : _____
 - 9.2 M/ Number : _____
 - 9.3 Fax Number : _____
 - 9.4 Email Address : _____

K. CHARACTER DETAILS

1. Background History of the Group/Individual

(Additional information can be on separate paper attached to this application)

2. List down activities/performances which the group/individual has participated in for the last 12 months:

- 2.1 _____
- 2.2 _____
- 2.3 _____
- 2.4 _____
- 2.5 _____
- 2.6 _____
- 2.7 _____
- 2.8 _____
- 2.9 _____
- 2.10 _____
- 2.11 Where these performances for free or for payments? _____
- 2.12 If for payments, how much did the group raise in total? K _____

3. Tick where applicable, other sub-categories Group/Individual can perform

- 1. Traditional Cultural Dance
- 2. Contemporary Cultural Dance
- 3. Contemporary Theatre
- 4. String Band
- 5. Peroveta
- 6. Choir
- 7. Drama
- 8. Artefacts
- 9. Pottery
- 10. Stone Carving
- 11. Weaving/Handicraft
- 12. Painting
- 13. Tattooing
- 14. Ornaments
- 15. Graphic Designs
- 16. Contemporary Wood Carving
- 17. Sculpture
- 18. Contemporary Pottery
- 19. Contemporary Painting
- 20. Textile

4. Please attach a recent photograph of the Group/Individual

Please attach recent

PHOTOGRAPH OF GROUP/INDIVIDUAL

OR

CULTURAL EVENT

The photographs can be images of the group/individual performing, arts & crafts, etc

L. GROUP COMPOSITION

1. Name of Chairman : (Mr / Mrs / Ms) _____
2. Name of Treasurer : (Mr / Mrs / Ms) _____
3. Name of Secretary : (Mr / Mrs / Ms) _____
4. Name of Members and Type of Duty/Role
(Should the members exceed 30, please attach the continuing list as a separate sheet)

	<i>Name</i>	<i>Type of Duty/Role</i>
1.	Mr / Mrs / Ms	_____
2.	Mr / Mrs / Ms	_____
3.	Mr / Mrs / Ms	_____
4.	Mr / Mrs / Ms	_____
5.	Mr / Mrs / Ms	_____
6.	Mr / Mrs / Ms	_____
7.	Mr / Mrs / Ms	_____
8.	Mr / Mrs / Ms	_____
9.	Mr / Mrs / Ms	_____
10.	Mr / Mrs / Ms	_____
11.	Mr / Mrs / Ms	_____
12.	Mr / Mrs / Ms	_____
13.	Mr / Mrs / Ms	_____
14.	Mr / Mrs / Ms	_____
15.	Mr / Mrs / Ms	_____
16.	Mr / Mrs / Ms	_____
17.	Mr / Mrs / Ms	_____
18.	Mr / Mrs / Ms	_____
19.	Mr / Mrs / Ms	_____
20.	Mr / Mrs / Ms	_____
21.	Mr / Mrs / Ms	_____
22.	Mr / Mrs / Ms	_____
23.	Mr / Mrs / Ms	_____
24.	Mr / Mrs / Ms	_____
25.	Mr / Mrs / Ms	_____
26.	Mr / Mrs / Ms	_____
27.	Mr / Mrs / Ms	_____
28.	Mr / Mrs / Ms	_____
29.	Mr / Mrs / Ms	_____
30.	Mr / Mrs / MS	_____

M. REASONS FOR REGISTRATION**1. State reasons for registration**

N. GROUP/INDIVIDUAL OBJECTIVES

1. State Group/Individual Objectives

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

O. BANK ACCOUNT DETAILS

- 1. Bank Name : _____
- 2. Branch : _____
- 3. Account Name : _____
- 4. Account Number : _____

5. Signatories

: Chairman _____
(Print Name) *(Signature)*

: Secretary _____
(Print Name) *(Signature)*

: Treasurer _____
(Print Name) *(Signature)*

P. DECLARATION

1. We/I _____ declare that the information provided on this form and on any attachments to it is complete and correct in every detail.
2. We/I acknowledge that We/I have read the guidelines at the front of this application. We/I are/am aware of the conditions that may apply and that We/I are/am required to abide by them.
3. We/I are/am aware that We/I must advise the National Cultural Commission of any changes to information provided on this form.
4. We/I _____ declare that We/I abide and adhere to the guidelines pertaining to register a group/Individual/event with the National Cultural Commission.

Chairman : _____ (Print Name) _____ (Signature)

Secretary : _____ (Print Name) _____ (Signature)

Treasurer : _____ (Print Name) _____ (Signature)

Q. AUTHORISATION OF PERSON TO ACT AND RECEIVE COMMUNICATION

1. Details of Authorized Person

1.1 Family Name : _____ 1.2 Given Name(s) : _____

1.3 Authorized Person's Address : _____
: _____
: _____

1.4 Phone Number : _____

1.5 Fax Number : _____

1.6 Mobile Phone Number : _____

R. ATTACHMENTS

If you have incorporated your group/ individual/ cultural event with IPA or yet to incorporate and wanted to pursue your activities in any form of business;

1. Make a separate submission of your profile, including your IPA Certificate, Company Extract, T.I.N and other necessary documents.
2. State why you pursue your group/ individual/ cultural event into business.