AI/VR Motion Picture Guild

AI Use Schedule
AI 使用情况申报表

A simple guide to every part of the form
表格各部分的简明指南

Explains the AI Use Schedule, version 1.0, dated September 26, 2026
解读 AI 使用情况申报表 1.0 版，日期为 2026 年 9 月 26 日

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THE BASICS

What is the AI Use Schedule?

The AI Use Schedule is a two-page form in which a film production writes down every way it used AI tools, from early storyboards to the poster.

It is published by the AI/VR Motion Picture Guild (AIVR MPG). This booklet explains version 1.0, dated September 26, 2026. The form helps buyers, festivals, financiers and insurers see quickly what AI was used, who controlled it, and whether it appears on screen.

基本信息

什么是 AI 使用情况申报表?

AI 使用情况申报表是一份两页的表格，电影制作方用它记录使用 AI 工具的每一种方式，从早期的故事板到海报。

本表格由 AI/VR Motion Picture Guild（AIVR MPG）发布。本手册解读的是 1.0 版，日期为 2026 年 9 月 26 日。该表格帮助买方、电影节、出资方和保险公司快速了解使用了哪些 AI、由谁控制，以及是否出现在银幕上。

Voluntary
No one has to fill it in. It is the production's choice.

自愿
没有人必须填写。是否填写由制作方决定。

Self-declared
The production writes it. Nobody checks or verifies it.

自我声明
由制作方填写。没有人核查或验证。

Not a certificate
It is not an approval, a clearance or legal advice.

不是证书
它不代表批准、权利清理或法律意见。

THE BASICS

The form at a glance

Page 1 is the form you fill in. Page 2 explains the rules and holds a second signature.

基本信息

表格概览

第 1 页是您要填写的表格。第 2 页说明相关规则，并设有第二处签名。

PAGE 1 — THE FORM YOU FILL IN
第 1 页——您要填写的表格

The numbers match the four numbered sections printed on page 1.

PAGE 2 — THE RULES AND A SECOND SIGNATURE
第 2 页——规则及第二处签名

图中编号与第 1 页上印制的四个编号部分相对应。

PAGE 1

The top of the form

Six boxes across the top say which film this is and who is answering for it.

Box	What to write
Film Title	The name of the film (working or final title)
Event Name	The event you are filling it in for
Country of Origin	Where the film was made. For a co-production, list every country
Production Company	The company responsible for the film
Date	The day the form is filled in
Contact Email	Where people can send questions about the form

第 1 页

表格顶部

顶部的六个栏目说明这是哪部影片，以及由谁负责作答。

栏目	填写内容
影片名称	影片的名称（暂定名或正式片名）
活动名称	您填写本表格所针对的活动
原产国	影片的制作地。如为合拍片，请列出所有国家
制作公司	对影片负责的公司
日期	填写表格的日期
联系邮箱	可接收有关本表格问题的邮箱地址

PAGE 1

Section 1 — Were any AI tools used?

The form asks one question: were any AI tools used on this film? It adds that all of it counts: storyboards, previs, clean-up, subtitles, poster art and marketing.

- Tick **No** — skip to the bottom and sign.
- Tick **Yes** — fill in the table in Section 2, then Sections 3 and 4, then sign.

Every schedule ends in a signature; only a Yes opens Sections 2 to 4

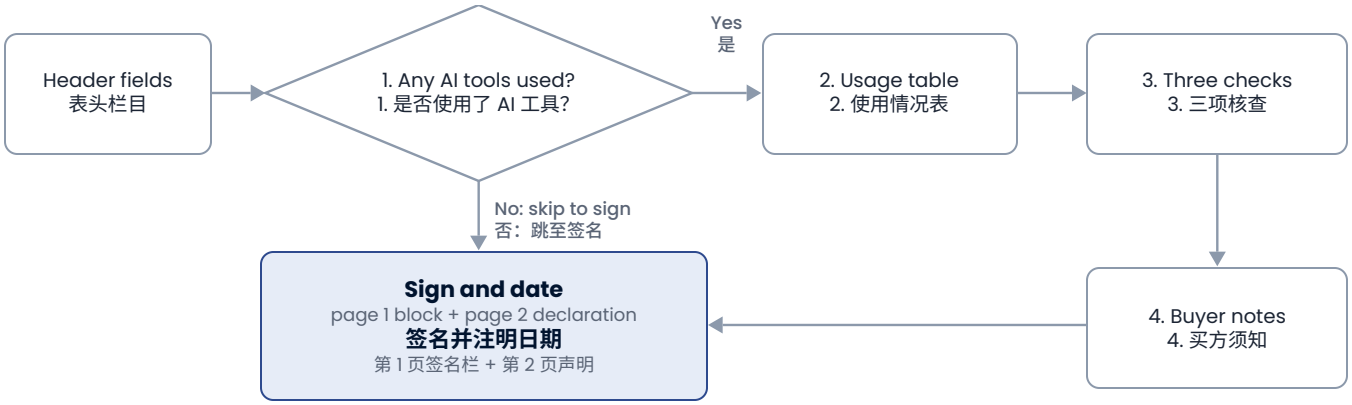
第 1 页

第 1 部分—— 是否使用了任何 AI 工具?

表格只提出一个问题：本片是否使用了任何 AI 工具？并补充说明以下全部都算：故事板、预演（previs）、画面清理、字幕、海报设计和市场营销。

- 勾选**否**——直接跳至页面底部签名。
- 勾选**是**——填写第 2 部分的表格，然后填写第 3 和第 4 部分，最后签名。

每份申报表都以签名结尾；只有选择“是”才需要填写第 2 至第 4 部分



> Even one AI-made poster or one AI subtitle file means the answer is Yes.

> 哪怕只有一张由 AI 制作的海报或一份由 AI 生成的字幕文件，答案也是“是”。

PAGE 1

Section 2 — How was AI used?

A table with nine columns. Write one line for each separate use of AI. The printed table has six lines.

Column	What to write	Example
Department	Where AI was used: Development, Previs, Production, VFX, Post, Sound, Subtitling or Marketing	VFX
Type of Usage	What the AI did, in simple words	Replaced the sky in two shots
Tool and Tier	The tool's name, version and plan at the time it was used	Video tool, v3, enterprise plan
License Holder	Who held the account: a company or a person	Production company
Date Range	When the work was done	March to April 2026
In Final Cut?	Yes or No. Previs that never reached the screen counts for much less	Yes
Human Contribution	Who directed, chose, edited and approved the result	VFX supervisor directed and approved
Likeness?	Yes or No: was a real person's face, voice or body made or changed? If Yes, point to the written consent	No
Timecode	Where it appears in the finished film	00:42:10 to 00:42:55

The example column describes one invented use, for illustration only.

第 1 页

第 2 部分——AI 是如何使用的?

一张九列的表格。每一项不同的 AI 用途各写一行。印制的表格共有六行。

栏目	填写内容	示例
部门	使用 AI 的环节：开发、预演、拍摄制作、视效（VFX）、后期、声音、字幕或营销	视效（VFX）
使用类型	AI 做了什么，用简明的语言描述	替换了两个镜头中的天空
工具及版本等级	使用时的工具名称、版本及许可等级	视频工具，v3，企业版
许可持有人	谁持有该账户：公司还是个人	制作公司
日期范围	开展该项工作的时间	2026 年 3 月至 4 月
是否进入最终剪辑?	是或否。从未出现在银幕上的预演，其分量要轻得多	是
人工参与	由谁指导、筛选、编辑并批准输出结果	视效总监负责指导并批准
涉及肖像?	是或否：是否生成或改变了真实人物的面部、声音或身体？如为“是”，请注明对应的书面同意	否
时间码	在成片中出现的位置	00:42:10 至 00:42:55

示例一栏描述的是一项虚构的用途，仅作说明之用。

PAGE 1

Section 3 — Three quick checks

Three tick boxes, plus a “Not applicable” box under the second one. Tick each one that is true.

The form says	What it means
Every tool account was in the company's name, not a freelancer's personal name.	The company, not an individual, held the AI tool accounts.
The company maintains complete chain-of-title regarding personal likenesses, with explicit written consent for all AI simulations and recreations.	The company has written permission from every person whose face, voice or body was recreated with AI.
Not applicable: no real person's likeness was used.	A small box under the second check. Tick it when AI did not make or change any real person's face, voice or body, so the check above does not apply.
Someone outside the production has checked the final master against this schedule.	Someone outside the team compared the finished film with the form.

A box left empty is also information: it tells the reader that step has not been done.

PAGE 1

Section 4 and signing page 1

Section 4, “Anything else a buyer should know?”, is a free space for anything that does not fit the table. For example:

- AI use planned for later, such as marketing after the market
- A consent or licence that is still being finalized
- Why a box in Section 3 is not ticked

At the bottom of page 1, someone who can speak for the production company fills in **Signature**, **Job Title** and **Date**.

第 1 页

第 3 部分——三项快速核查

三个勾选框，另在第二项下方有一个“不适用”框。符合实际的每一项都请勾选。

表格原文	含义
所有工具账户均以公司名义开立，而非自由职业者的个人名义。	AI 工具账户由公司而非个人持有。
公司就个人肖像保有完整的权利链（chain-of-title），且所有 AI 模拟与再现均已取得明确的书面同意。	凡面部、声音或身体经 AI 再现的每一个人，公司均已取得其书面许可。
不适用：未使用任何真实人物的肖像。	第二项核查下方的小方框。如果 AI 没有生成或改变任何真实人物的面部、声音或身体，上一项核查因而不适用，请勾选此框。
已由制作团队以外的人员对照本申报表核查最终母版。	团队以外的人员已将成片与表格进行比对。

留空的方框同样传达信息：它告诉读者该步骤尚未完成。

第 1 页

第 4 部分及第 1 页签名

第 4 部分“买方还需要了解哪些情况？”是一个自由填写的空间，用于填写表格中容纳不下的任何内容。例如：

- 计划日后使用 AI 的情况，例如电影市场结束后的营销
- 仍在最终确定中的同意或许可
- 第 3 部分中某个方框未勾选的原因

在第 1 页底部，由有权代表制作公司的人填写**签名**、**职务**和**日期**。

PAGE 2

Terms of Use & Disclaimers

Page 2 is headed "Companion page to the AI Use Schedule — read before completing or relying on the form overleaf." It starts with a box of four points:

IMPORTANT — PLEASE READ

- The form is not legal advice, and AIVR MPG is not a law firm.
- What is written is the production's own statement. AIVR MPG does not check or approve it.
- AI laws differ between countries and change often, so ask a local lawyer before relying on it.
- The form is free and comes "as is". You may share it, but only complete and unchanged.

Then come the full terms: **if you complete, copy or share the form, you accept these terms.** Here are all 17 in plain words.

#	Term	In plain words
1	Purpose and status	A voluntary, educational way to record AI use. It creates no rights or duties.
2	Not legal advice	AIVR MPG is not a law firm. Using the form creates no professional relationship.
3	Local law	AI and copyright rules differ by country. Ask a lawyer in each country involved.
4	Self-declaration	The production is responsible for what it writes, and must update it if things change. AIVR MPG checks nothing.
5	No certification	A completed form is not an approval. No one may say a film is "certified" or "approved" by AIVR MPG.
6	No reliance	Anyone who receives a completed form must do their own checks.
7	Tool names	Naming a tool is only a record, not a recommendation.
8	Personal data	The production looks after any personal data on the form. AIVR MPG does not ask for completed forms.
9	Union and labour rules	The form does not replace union agreements or labour law.
10	No warranty	The form is provided "as is", with no promises.
11	Limited liability	AIVR MPG is not responsible for losses from using the form.

第 2 页

使用条款与免责声明

第 2 页的标题为"AI 使用情况申报表附页——填写或依赖背面表格前请先阅读。"页面开头是一个包含四个要点的方框：

重要提示——请仔细阅读

- 本表格不构成法律意见，AIVR MPG 也不是律师事务所。
- 所填内容是制作方自己的声明。AIVR MPG 不对其进行核实或批准。
- 各国有关 AI 的法律各不相同且经常变化，因此在依赖本表格之前，请咨询当地律师。
- 本表格免费，按"现状"提供。您可以分享本表格，但须完整且未经修改。

接下来是完整条款：**如您填写、复制或分发本表格，即表示您接受这些条款。**以下用简明的语言介绍全部 17 条。

#	条款	简明解释
1	目的与性质	一种自愿的、教育性质的 AI 使用记录方式。不创设任何权利或义务。
2	非法律意见	AIVR MPG 并非律师事务所。使用本表格不会建立任何专业关系。
3	地区差异	AI 及版权规则因国家而异。请在每个相关国家咨询律师。
4	自我声明	制作方对所填内容负责，情况发生变化时须及时更新。AIVR MPG 不做任何核实。
5	不构成认证	已填写的表格不代表获得批准。任何人不得声称某部影片已获 AIVR MPG"认证"或"批准"。
6	第三方不得依赖	任何收到已填写表格的人，都须自行核查。
7	提及第三方工具	列出工具名称仅为记录，并非推荐。
8	个人数据	表格中的个人数据由制作方负责处理。AIVR MPG 不会要求您发送已填写的表格。
9	集体协议与当地劳动法	本表格不取代工会协议或劳动法。
10	保证免责声明	本表格按"现状"提供，不作任何承诺。
11	责任限制	AIVR MPG 对因使用本表格而产生的损失不承担责任。

#	Term	In plain words
12	Indemnity	If your use of the form leads to a claim against AIVR MPG, you cover the cost.
13	Copying	Free to copy and share, but only complete and unchanged. The logo and Guild name may not be used to suggest approval or membership.
14	Versions	This is version 1.0, dated September 26, 2026. Check the website for the latest version.
15	Translations	If the form is translated, the English version wins.
16	If one term fails	The other terms still apply.
17	Governing law	California law and Alameda County courts, for these terms only.

#	条款	简明解释
12	赔偿	如果您对本表格的使用导致有人向 AIVR MPG 提出索赔，相关费用由您承担。
13	复制许可	可免费复制和分享，但须完整且未经修改。不得使用标志和公会名称暗示获得批准或具有会员身份。
14	版本	本版本为 1.0 版，日期为 2026 年 9 月 26 日。请访问网站查看最新版本。
15	翻译	如本表格有译本，以英文版本为准。
16	可分割性	其余条款继续有效。
17	适用法律	仅就本条款而言，适用加利福尼亚州法律，由阿拉米达县法院管辖。

PAGE 2

The declaration

At the bottom of page 2, the person signing confirms four things:

1. They are allowed to sign for the production company named on page 1.
2. The form is true, accurate and complete, as far as they know, on the date they sign.
3. They understand it is a voluntary self-declaration that AIVR MPG has not checked, and that it is not legal advice or a certification.
4. They have not relied on AIVR MPG to work out their legal obligations.

They fill in **Signature**, **Name (print)**, **Job Title** and **Date**.

第 2 页

声明

在第 2 页底部，签署人确认以下四点：

1. 其有权代表第 1 页所列的制作公司签署。
2. 据其所知，截至签署之日，本表格内容真实、准确、完整。
3. 其理解本表格属于自愿自我声明，AIVR MPG 未对其进行核实，且不构成法律意见或认证。
4. 其并未依赖 AIVR MPG 来确定自身的法律义务。

签署人填写**签名**、**姓名（正楷）**、**职务**和**日期**。

> **Sign both pages: the signature box on page 1 and the declaration on page 2.**
>
> **两页都要签署：第 1 页的签名栏和第 2 页的声明。**

BOTH PAGES

The small print

A few short lines sit at the top and bottom of the pages.

Where	What it says	What it means
Top of both pages	© 2026 AI/VR Motion Picture Guild (AIVR MPG)	The Guild owns the form.
Bottom of page 1	“This complimentary form is a voluntary disclosure, not legal advice. Feel free to distribute it.”	The form is free to use and share.
Bottom of page 2	“Feel free to distribute it, unmodified and in full, including this page.”	Always share both pages, unchanged.

两页均有

页眉与页脚的小字

页面顶部和底部印有几行简短的文字。

位置	原文	含义
两页顶部	© 2026 AI/VR Motion Picture Guild (AIVR MPG)	本表格归公会所有。
第 1 页底部	“本表格为免费提供的自愿披露文件，不构成法律意见。欢迎自由分发。”	本表格可免费使用和分享。
第 2 页底部	“欢迎在未经修改且完整（包括本页）的前提下自由分发。”	务必分享完整的两页，且不作修改。

QUICK CHECK

Is the form complete?

Before relying on a completed form, check that:

- ☐ All six boxes at the top are filled in
- ☐ Section 1 is ticked, Yes or No
- ☐ If Yes, every use of AI has its own line, with all nine columns filled in
- ☐ Every “Yes” under Likeness points to a written consent
- ☐ Page 1 is signed, with job title and date
- ☐ The page 2 declaration is signed, with printed name, job title and date
- ☐ Both pages are kept together and unchanged

快速核对

表格是否填写完整？

在依赖一份已填写的表格之前，请确认：

- ☐ 顶部的六个栏目均已填写
- ☐ 第 1 部分已勾选“是”或“否”
- ☐ 如为“是”，每项 AI 用途各占一行，且九列均已填写
- ☐ “涉及肖像？”一栏中的每个“是”都注明了对应的书面同意
- ☐ 第 1 页已签名，并注明职务和日期
- ☐ 第 2 页的声明已签署，并注明正楷姓名、职务和日期
- ☐ 两页放在一起，且未经修改

ABOUT THIS GUIDE

Credits

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致谢

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