

New Chitose Airport International Animation Festival 2014

Submission Regulations for Animated Short Film Competition

1. Administration

The New Chitose Airport International Animation Festival 2014 is administrated by the New Chitose Airport International Animation Festival Organizing Committee (hereafter “the Committee”).

2. Purpose

The New Chitose Airport International Animation Festival 2014 is intended to provide opportunities for animators to gain global popularity through an Animated Short Film Competition and to create a new forum for international exchanges via the culture of animation.

3. Festival period

from 31st October 2014 to 3rd November 2014

4. Application period of animated short film competition

from 22nd April 2014 to 23rd June 2014

5. Submission requirements

- (1) Submissions must be animated films running no longer than 30 minutes (including end credits).
Any production method may be used.
- (2) Submissions must be works completed on or after April 1, 2012.
- (3) The director or producer of the film or the entrant must hold the copyright for the material submitted, and all rights to screen the work during the festival must have been secured.
- (4) The entrant must make the submission available for Internet streaming (using online services) to support judging. DVDs and other types of physical media will not be accepted.

Submissions may have already been screened in Japan and elsewhere or may be scheduled for screening before the festival begins. Films already available online may also be submitted. Multiple submissions are allowed based on these requirements, but each film must be entered separately.

6. Entry fee

No entry fee is required.

7. Submission method

7-1. Online submission

- (1) Complete the Online Submission Form (incl. the fields for information on the film and the

director) on the event's official website.

- (2) For multiple submissions, an Online Submission Form should be completed for each film. An automatic email reply confirming the submission will be sent to the email address provided for each one.
- (3) Upload a photograph of the director (800 pixels high × 600 pixels wide or larger recommended) and three stills from the film (720 pixels high × 1,280 pixels wide or larger recommended). These will be used on the official festival website, flyers and other advertising materials, and related pamphlets. (Images outside the recommended dimensions may be trimmed.)

7-2. Preview films

Entrants must make their submissions available for Internet streaming (using online services) for the initial judging process. Provide the URL from which the film can be streamed and any password required via the Online Submission Form. Preview films submitted on DVD or other media by post will not be accepted.

7-3. Translation and subtitles

- (1) The official languages of the competition for screening and judging will be Japanese and English.
- (2) For Japanese and other non-English films, entrants are advised to embed English subtitles.
- (3) The event Secretariat will translate dialogue from English to Japanese and produce Japanese subtitles for films that pass the initial judging process. Accordingly, entrants submitting non-Japanese films are advised to submit an English language dialogue list to support the production of Japanese subtitles.

Upload a file containing a dialogue list in TXT or PDF format via the Online Submission Form.

7-4. Film categories

- (1) The film festival features the following two categories for submission screening:

- General Competition Program
- Family Program

Submissions will be sorted into the relevant category by the festival Secretariat and Selection Committee members.

- (2) The international panel of judges will review submissions in both categories. For films to be screened as part of the Family Program, the award winner will be selected by a vote of children in the audience.

7-5. Other points to note and copyright matters

- (1) Films that have already been screened in Japan or elsewhere may be submitted, but the previous screening should be clearly stated in the Online Submission Form.
- (2) Entrants are required to complete all necessary procedures involving the securement of rights to

use music, characters and other elements of films and other related matters before submission.
The Committee assumes no responsibility for copyright violations.

8. Initial judging process

- (1) The Selection Committee will choose films from among all submissions to be screened for the General Competition Program and the Family Program of the Animated Short Film Competition.
- (2) The results of the initial judging process will be emailed to all entrants by the festival Secretariat.
 - Notification of initial judging results: mid-August 2014 (scheduled)
- (3) See the official website for information on Selection Committee members.
- (4) Films passing the initial judging process will be reviewed by an international panel of judges during the festival period (the main judging process).
- (5) No questions or objections to judgment results, such as requests for details or reasons for not being selected, will be accepted.

9. Film screening (for films passing the initial judging process)

The process regarding films selected in the initial judging is outlined below.

9-1. Screening programs

- (1) Films passing the initial judging will be screened during the festival in the General Competition Program or the Family Program. An international panel of judges will also review these works during the same period (the main judging period).
- (2) Screening schedules will be determined by the Secretariat based on time constraints.

9-2. Films for screening

- (1) Entrants submitting films that pass the initial judging process will be asked to provide the film for screening to the festival Secretariat no later than August 29, 2014. Online data storage services may be used for this purpose.
- (2) Shipping fees, including insurance, customs clearance and other expenses, are the responsibility of entrants.

- Submission deadline for films to be screened: August 29, 2014 (scheduled)

- Mailing address:

New Chitose Airport International Animation Festival Office

Mitsui Sumitomo Kaijo Sapporo Bldg.,5F

1-1, Nishi-7, Kita-1 Chuo-ku Sapporo 060-0001 JAPAN

- (3) Store a high-quality version of the film for screening on a hard disk (HDD) or a USB. DCP, QuickTime ProRes422 or QuickTime H.264 format is recommended. Film (e.g., 35 mm, 16 mm),

tape (e.g., HD-CAM) or DVD/Blu-Ray discs will not be accepted.

- (4) Submitted media will be returned to the address provided via the Online Submission Form after the event at the expense of the festival Secretariat.

■ File formats of films for screening:

- DCP
- QuickTime ProRes422
- QuickTime H.264

*Film (e.g., 35 mm, 16 mm) or tape (e.g., HD-CAM) will not be accepted.

■ Non-English films must have English subtitles.

10. Compensation for film loss/damage

- (1) The Committee assumes no responsibility for loss or damage to films in regard to their delivery to the Secretariat.
- (2) The Committee does assume responsibility for the handling of films during the period from receipt to screening. The Committee will consider compensation regarding claims for loss or damage to films to the extent of expenses incurred in copying and sending a duplicate to the Secretariat.

11. Competition and awards

- (1) The Committee has selected an international panel of judges. For information on the panel, see the official festival website.
- (2) During the festival period, the international panel of judges may select entrants for the following awards via a fair and impartial process from among works screened in the General Competition Program and the Family Program:
- Grand Prix with 1 million JPY in prize money: 1 submission
 - New Filmmaker's Award with 300,000 JPY in prize money: 1 submission
 - Japan Grand Prix with 500,000 JPY in prize money: 1 submission
- The panel may also institute a new Special Award.
- The Japan Grand Prix will be awarded to a film with a Japanese director or main producer.
- (3) The festival will also feature an Audience Award for the winner of an audience popularity poll.
- Audience Award with 100,000 JPY in prize money: 1 submission
- (4) The festival will also feature a Kids Audience Award for one of the films screened in the Family Program based on votes by children.
- Kids Audience Award with a memento: 1 submission
- (5) The Committee, its Secretariat and the international panel of judges will accept no questions or objections regarding judgment results.

12. Invitation

The Committee will invite either the director or the producer of each work selected in the initial judging process (one person per submission) to attend the Award Ceremony (scheduled for November 3, 2014) and cover related expenses as detailed below. More details will be emailed to entrants once the initial judging process is complete.

- (1) Part of round-trip travel (as per the Committee's Secretariat regulations)
- (2) Accommodation during the stay in Chitose (applicable only to hotels arranged by the Secretariat)

13. Approval of film usage for publicity purposes

Entrants agree to let the Committee use part of their submissions (approximately 10% of the film's total length) and other submissions (e.g., stills from the film) for festival publicity unless otherwise stated beforehand in the Online Submission Form.

14. Special screening

The Committee may screen submissions in programs other than the General Competition Program and the Family Program. The Committee will inform entrants of such screenings by email as necessary.

15. Matters not covered in these terms and conditions

Any matters not covered by these terms and conditions will be determined by the Committee.

16. Agreement to the terms and conditions

Entrants sending submissions via the Online Submission Form will be deemed to have agreed to these terms and conditions.

17. Contact

New Chitose Airport International Animation Festival Office
Mitsui Sumitomo Kaijo Sapporo Bldg.,5F
1-1, Nishi-7, Kita-1 Chuo-ku Sapporo 060-0001 JAPAN
Tel. +81-11-206-128
Mail. info@airport-anifes.jp
URL. <http://www.airport-anifes.jp/en/>

The email address shown above may also be used for submission issues such as input of erroneous information on the Online Submission Form.