



submission guidelines

The Tenth Annual Wisconsin Film Festival

Thursday, April 3 to Sunday, April 6, 2008

Deadline for all material: 5 pm, **Monday, December 31, 2007**

[revised 12/12/07: it's fine if your material is **postmarked** by December 31, 2007]

mail to: Wisconsin Film Festival, 821 University Ave., Madison, WI 53706 USA

Thank you for considering the Wisconsin Film Festival!

We accept narrative, documentary, experimental, multimedia, and animated films or videos of any length. For simplicity's sake, "film" can mean motion pictures originating on film or video. One person should be designated as the contact for each entry.

The Wisconsin Film Festival has three submissions categories:

- WO** Wisconsin's Own (films of any length from filmmakers with "Wisconsin ties")
- SS** Wisconsin Student Shorts (films under 60 minutes by Wisconsin college students or Wisconsin residents at other colleges, who were students at the time the film was made)
- OR** Open Reel (general submissions of any length, open to all)

Films must have been completed after January 1, 2006, and not already have had significant commercial or broadcast exposure.

Submissions Categories

There are three submissions categories for the Wisconsin Film Festival. One form is shared by all three. Follow the directions carefully and include the information needed for your category.

WO Wisconsin's Own (juried competition with awards)

For filmmakers with "Wisconsin ties," which is defined as either:

- 1) One or more of the film's principal creative personnel – director, producer, screenwriter, cinematographer, lead actors, etc. – must be one of the following: a) Wisconsin native; b) Wisconsin resident for one or more years; c) alumnus of a Wisconsin college or university.
- 2) The film was shot primarily or significantly (at least one-third) on location in Wisconsin.

There are gray areas. This category's intention is to celebrate films that reflect the creative spirit of our state, so please bear this in mind as you determine whether this category applies to you. A musical film with a prominent and significant original soundtrack written by a Wisconsin resident is a good candidate; a film with a song by a band with a drummer whose grandparents live in Wisconsin is not.

The Festival reserves the right to verify Wisconsin ties for any submission.

Wisconsin college or university students with films under 60 minutes are encouraged to enter the Wisconsin Student Shorts Competition. Wisconsin students with films over 60 minutes may submit films in the Wisconsin's Own category.

SS Wisconsin Student Shorts (juried competition with awards)

For Wisconsin college or university students with films under 60 minutes. You must fit one of the following criteria at the time that the film was made. If you made a short film for a class when you were a student, and have now graduated, you may submit that film in this student category.

- 1) The primary filmmaker (director or producer) must be a registered student at an accredited college or university in the state of Wisconsin; or
- 2) The primary filmmaker must be a permanent resident of the state of Wisconsin, and a registered student at any out-of-state accredited college or university (e.g., you officially still live with your parents in Wisconsin, but are attending college in New York).

Wisconsin students with films over 60 minutes should enter the Wisconsin's Own category. Student filmmakers (from outside Wisconsin, or high school or younger, for example) who are ineligible for either the Wisconsin's Own or Students Shorts category should enter the Open Reel category.

Each entry in the Wisconsin Student Shorts category must include a photocopy of the primary filmmaker's student ID. The Festival reserves the right to verify student or film completion status and/or Wisconsin residency for any entrant. Entrants who are not yet 18 years of age must have a parent or guardian sign the entry form.

OR Open Reel (general submissions)

The Open Reel category is for all other films, of any length, that do not have "Wisconsin ties." Students who don't have a Wisconsin connection should submit their films in this category. Providing that a photocopy of the entrant's valid student ID is included with the submission, the low \$10 student entry fee applies.

Open Reel film submissions are not part of a juried competition; they are reviewed by Festival staff who decide if the film is a good fit for the Festival program. However, narrative and documentary films over 60 minutes long are eligible for audience awards.

WO SS OR Eligible Films

Narrative, documentary, experimental, or animated work of any length. Your film must have been completed after January 1, 2006.

On the web, see <http://filmguide.wifilmfest.org/tixSYS/2007/filmguide/> for last year's complete film list.

We want to present quality work that may not otherwise be seen in commercial theaters, as well as projects outside the mainstream film industry. In the Wisconsin's Own and Wisconsin Student Short categories, we showcase the work of Wisconsin filmmakers and students.

We are looking for competence in the filmmaking craft; work that shows a unique vision and spirit; original subjects and well-told stories; and diverse voices. There is no specific quota to be met in any category, nor in feature-length vs. short films. Each work is judged solely on its individual merit.

Films shown in other festivals or in limited noncommercial exhibition are eligible. Programming preference is given to films without significant exposure in Wisconsin markets prior to the Festival.

"Rough cuts," "temp prints," "temp/scratch music," etc. can be accepted as submission entries. Please list directly on the DVD/tape case which elements of your film are missing. Please also confirm that you will have a final exhibition cut ready by February 15, 2008.

You can submit more than one film, as long as each work meets the applicable criteria. Each film must have its own submission form, entry fee, and DVD/VHS tape.

The Festival will not consider:

- 1) Commercials or advertisements. Music videos. Educational, industrial, medical, or institutional films. Video games. Stand-alone trailers. Films in or with prior commercial release, significant theatrical exhibition, commercial TV broadcast or webcast, or commercial video distribution.
- 2) Films submitted to the Wisconsin Film Festival in previous years.
- 3) Films completed before January 1, 2006.
- 4) Work that will not be completed by February 15, 2008. The Festival does not include “works in progress” in its final program.

WO **SS** **OR** Submission Formats

Submissions must be DVD or VHS videotape; either NTSC or PAL. If you are submitting more than one work, please use a separate DVD or VHS tape for each entry.

Mark your name and the film’s title clearly on the case and the DVD/tape. If you’re submitting a tape, please cue to the start of the film. “Making of,” deleted scenes, and other extra sequences are not considered part of the submission.

The final exhibition formats to show at the Festival can be: 35mm (optical sound); 16mm (optical sound); DigiBeta; BetaSP; DVCam; MiniDV; or DVD. Other video/digital exhibition formats possible but not guaranteed.

WO **SS** Competitions

Both the Wisconsin’s Own and Wisconsin Student Shorts categories are reviewed by Festival programmers and a 2008 jury selected for each of the two categories. The Wisconsin Student Shorts entries are coordinated with the assistance of the Wisconsin Union Directorate Film Committee at the UW-Madison.

The jurors are generally filmmakers, film industry professionals, critics, or curators who have a commitment to supporting regional filmmakers and film culture in Wisconsin. Often, jurors have Wisconsin roots or are UW-Madison alumni.

These juries make the final decisions in their respective category about which films will be included in the Festival. They may also award prizes to films that show significant technical and artistic achievement. There is no predetermined number of films accepted in each category, nor is there a set number of prizes. The juries are encouraged to consider the broadest range of films, and to include as many films they agree meet the standard of achievement and guidelines set by the Festival.

Wisconsin’s Own films over 60 minutes are also eligible for any applicable audience awards.

By submitting your film to the Festival, you must agree to the final decisions made by the juries. Neither the Festival staff nor the juries are able to provide any comments about your work. Any filmmaker who contacts a juror about the status of a submitted film may be disqualified.

WO **SS** **OR** The Submission Process

Partial or incomplete entries cannot be accepted, so please double-check that you have included everything required, especially if it’s close to the deadline of December 31, 2007.

One person should be designated as the contact for each entry. The Festival handles hundreds of submissions and can only successfully work with one contact per film. The contact need not be the director or producer, etc., but should be authorized to submit the work, supply information as described on the entry form, and speak on behalf of the production.

All necessary rights and permissions for festival exhibition of each work submitted is the responsibility of the film production.

Please include a brief film synopsis, list of principle cast and crew, and brief filmmaker bios. Feel free to send a press kit if you have one, but the Festival doesn't need to see marketing material at the submission stage. If your film is accepted, then we'll ask for more.

Complete submissions must be received at the Wisconsin Film Festival office by the deadline of 5 pm, Monday, December 31, 2007. Entries may be hand-delivered to the Festival office by that deadline. If you send your submission by mail or delivery service, please plan ahead to make sure it will arrive by that date. There is no mail service on Tuesday, January 1, 2008, and many places may have delayed postal delivery schedules because of the holidays. Be good. Be early.

We will send notification to the designated contact person that the submission has been received. If you would like your original DVD or VHS tape returned to you after the selection process is completed, please include a self-addressed envelope with sufficient postage.

All contacts will be notified of their film's status (accepted or not accepted into the Festival) no later than February 15, 2008.

WO **SS** **OR** Entry Fees

Feature films (60 min. or more):.....\$30

Short films (less than 60 min.):.....\$20

Student films (any length):\$10 (with photocopy of valid student ID)

Please pay by check, money order, VISA, or MasterCard. There is a \$20 fee for any check returned by your bank as unpaid or insufficient funds. Filmmakers paying the student rate must include a photocopy of their valid student ID.

Make checks payable to: Wisconsin Film Festival.

WO **SS** **OR** If Your Film is Accepted

All contacts will be notified of their film's status (accepted or not accepted into the Festival) no later than February 15, 2008. At that time we'll also notify any filmmakers who are receiving awards for their work.

We'll send you more information about what's required at that point, including at least one still photo from the film and photos of the filmmakers. We'll make arrangements for getting the final exhibition version of your film. Please channel communications with the Festival through your contact person designated on the entry form.

A certain number of tickets to your film's screening(s) will be arranged for the contact person. We of course encourage anyone connected to the production to attend, but the Festival can only set aside a small number of tickets for each filmmaker.

The Wisconsin Film Festival regrets that it is not able to financially support the travel expenses of all filmmakers. Acceptance of your film into the Festival program should not be interpreted as also including travel costs or other expenses.

2008 WISCONSIN FILM FESTIVAL SUBMISSION FORM

check your category: **WO** Wisconsin's Own _____ **SS** Wisconsin Student Shorts _____ **OR** Open Reel _____

title _____

director/filmmaker _____

contact name (if different than above) _____

production company (if any) _____

p.o. box or street address _____

city/state/zip _____

contact phone _____ fax _____

contact email _____ web site _____

total running time in minutes _____ month/year completed (must be 01/06 or later) _____

please also check the appropriate box: feature, 60 min. or over (entry fee \$30 / \$10 with student ID)
 short, under 60 min. (entry fee \$20 / \$10 with student ID)

narrative documentary animated experimental color B/W

country (if not USA) _____ language _____ (English subtitles required for languages other than English) silent

final exhibition format (check all that apply) 35mm 16mm BetaSP DigiBeta MiniDV DVCam DVD

describe other special formats or projection needs _____

please list the exhibition history for this title, including the names, dates, and locations of other festivals; commercial or noncommercial exhibition, television broadcast, and awards. ATTACH A SEPARATE SHEET IF YOU PREFER.

★ please attach a brief FILM SYNOPSIS, list of principal CAST AND CREW, and brief FILMMAKER BIOS.

describe the applicable connections for the Wisconsin's Own and Wisconsin Student Shorts categories:

1) film made in Wisconsin? describe location, percentage of Wisconsin shooting (at least 30%) _____

WO

2) made by Wisconsin people? Please list their names, positions (director, producer, screenwriter, cinematographer, lead actor), and connections. ATTACH A SEPARATE SHEET IF YOU PREFER.

SS

name and position _____

Wisconsin native? (date and place of birth) _____

college or university student? current or alumnus? (school, degree, major) _____

lived/worked in Wisconsin (describe) _____

2008 WISCONSIN FILM FESTIVAL SUBMISSION FORM

I, the undersigned, acknowledge and agree as follows:

1. I have read, understood, and complied with all eligibility requirements for this film's category.
2. To the best of my knowledge, all of the statements in this document are true.
3. I am authorized to submit this entry to this Festival.
4. This entry is not subject to litigation nor is threatened by any litigation.
5. I have secured all necessary rights and permissions for the entry to be exhibited at this Festival, and for any photographs/images provided to this Festival to be used for publicity purposes.
6. I hold the Wisconsin Film Festival, the University of Wisconsin-Madison and its agents harmless from damage or loss that may result from my failure to secure such necessary rights and permissions.
7. I hold the Wisconsin Film Festival, the University of Wisconsin-Madison and its agents harmless from damage to or loss of the print/entry en-route or otherwise during the course of the Festival's possession of the film.
8. I agree to abide by the decisions of the Wisconsin Film Festival programmers.
9. Should this film/entry win an award at the Wisconsin Film Festival, I am authorized and/or empowered by all parties legally representing this entry to designate the following individual(s) to receive the award:

10. In the event no one is designated on the line above, I understand that all awards will be split equally between the director and production company of this entry as listed in the credits. In the event there is no production company, the award will be split equally between the director and producer, or awarded to the sole director-producer-maker as identified in the credits of the film/entry.
11. Should this entry win a Wisconsin Film Festival award, I understand I must supply the Social Security number or FEIN number of the designated award recipient(s) in order to receive any cash award payment.

CHECKLIST:

- read the guidelines
- create one DVD or VHS tape, labeled on both media and case with film title, contact person, and director name (if different)
- confirm that your DVD/tape is playable and not blank
- fill out this two-page entry form COMPLETELY, and sign
- include appropriate entry fee (check or money order made out to "Wisconsin Film Festival," Visa or MasterCard number)
- attach a sheet with synopsis, cast/crew, and brief filmmaker bios
- attach any other additional sheets that you need for more description
- for student film submissions, attach photocopy of primary filmmaker's valid student ID
- (optional) include self-addressed envelope with postage if you'd like your original media returned
- keep a copy of the entry form for your records
- mail or deliver to the Wisconsin Film Festival offices by **5 pm, Monday, December 31, 2007**
- designated one person as the contact:

mail submissions to:

Wisconsin Film Festival
ATTN: SUBMISSIONS
821 University Ave.
Madison, WI 53706 USA

checks are payable to:
Wisconsin Film Festival

contact name _____ date _____

contact signature _____ title/role in production, if any _____

entry fee \$ _____ check/money order Visa/Master card number _____ exp date _____