SAPPORO INTERNATIONAL
SHORT FILM FESTIVAL AND MARKET

Sapporo International Short Film Festival and Market
SAPPORO Short Fest 2011 ／ 5th-10th OCT. 2011

ONLINE OPEN CALL REGULATIONS

For

Spotrights.jp

Submission deadline from Spotrights.jp: April 5th.
Deadline for Preview DVD: One title Section: April 15th, Filmmakers' Section: April 25th.

Submission fee: no fee
Films completed after 1st January 2010

INTERNATIONAL COMPETITION

One Title Section (One Title Entry)
Filmmakers' Section (Program Entry)
For the Filmmakers' Section make your own program with a set of your films.

SSF Focus Program
- ECOLOGY, ENVIRONMENT and NATURE SHORTS
- OUTDOOR ACTION & ADVENTURE SPORTS SHORTS

If film type fall into these category, please indicate when you submit.

All the submissions to SAPPORO Short Fest (SSF) will be processed with SSF's Submission Management System "Spotrights". Please create your account and register your film to submit to the SAPPORO Short Fes 2011.

SAPPORO Short Fest http://sapporoshortfest.jp/
Spotrights http://www.spotrights.jp/

Spotrights.jp

ATTENTION
1) The registered films on "Spotrights" can be modified film information with ID and Password from "Spotrights". Please refer "Spotrights" service policy.

1. About the festival

6th Sapporo International Short Film Festival and Market (a.k.a. SAPPORO Short Fest 2011) will take place from October 5th to 10th 2011.

The festival consists of screenings of selected short films, a short film market, workshops, seminars and also other promotional, educational events, National and International tours.

The short film market consists of a library and video booths. Only registered attendants can watch films, and the filmmakers can promote their films to the industry. (For more information about the market, please read the market section below)

When an applicant submits a film, s/he can either:
1) Send a new film (completed after January 2010) to "One Title Section" (One Title Entry).
OR
2) Send a programme of his/her works to the "Filmmakers' section" (Program Entry).
(Please refer to **"Notes and requirements for the entry"** below and Films are only submitted through "Spotrights".)
The executive committee and its office members are in charge of managing the event and implementing all required works.

The goals of the festival:

- To create a market for short films
- Fostering of young short film makers
- International exchanges through cultural activities
- To promote film education

1-1.
Focus Programme

SAPPORO Short Fest special programme focuses on **Ecology, Environment and Nature**. This special programme will be screened at the festival. If the film type is ecology, environment or nature, please indicate it when you submit.
The festival also focuses on the **Outdoor Active & Adventure Sports Shorts**. Selected films will be programmed at the festival. Please indicate it when you submit

2. Notes and requirements for the entry.

- Filmmakers of all nationalities are welcome to submit.
- All films must be 30 minutes or less. (Including credit rolls and others)
- All films must have English title. The Festival only uses and announces English title.
- All films submitted to the "One Title section" must be completed after January 1st, 2010.
- For the "Filmmaker section," older films (finished before January 2010) can be included.
- Fill in all required fields of the entry form using English.
- Films submitted online will be given original ID and Password from SAPPORO Shot Fest's Entry Management System "Spotrights". For managing and modifying your entry information, please login to the "Spotrights".

http://www.spotrights.jp/

- For the entry, please send preview copy of your film (or films for program entry) in a format shown below.

2-1.

Guidelines for Specification of preview DVD.

1) **One film per One DVD**.
2) It can be NTSC or PAL format.
3) Do not use a regional setting. Please send a region free DVD.
4) **NO menu and NO language select menu**. The film should be superimposed with English subtitle for non-English dialogue.
5) **DVD-R only**. **NO DVD+R**.
6) Please do not use Self Adhesive Label on DVD. Use marker for writing film title or any information.
7) Please send only copies, not the master tape. These items will not be returned.

2-2.

As for the subtitles, all films that use languages other than English need to have ENGLISH subtitles. If the main language of the dialogue is English, there is no need for subtitles. English subtitles are necessary for foreign attendees at the screenings and market. For preview selection the film should be superimposed with English subtitle for non-English dialogue.

2-3.

Submitted films don't need to be a premiere, so if the film has been screened at another film festival or has been screened/is screening in any form, clearly state it in the entry form.
Make sure you have the rights for all materials (videos, music, etc.) used in your film.

2-4.

For the "**Filmmakers' Section**" (Program Entry) make your own program with a set of your films.
Please follow the requirements below.
The program must be less than 45 minutes in total.
The program should include 3 or more films, but less than 15 films.
If you want to submit 3 films on your programme please send 3 DVD disks. Each DVD contains only one film with title and director name on the disk. Please use only a marker.

The deadline for the online entry from Spotrights.jp is April 5th, 2011.
The deadline of your preview DVD
For One Title Section: April 15th, Filmmakers' Section: April 25th.
Please send preview DVD with signed entry form.

Send To:
SAPPORO Short Fest, Festival Office
#203 Inter x cross Creative Center
1-12, 1-12 Toyohira Toyohira-ku, Sapporo, 062-0901 Japan

For international submission, please write
"No commercial value, Non-pornographic, for cultural Purposes only" on the envelope.
For customs purposes please write the value as 10 US dollars, 10 Euro or the equivalent. The Sapporo Short Fest will not pay excessive customs tariffs for entries.
Applicants pay the postage for sending these items to the office.
The festival is not responsible for any damage or loss of submitted items in the mail.

The festival reserves the right to use trailers, clips, posters, information on the film and filmmakers, and all materials, in any form, for the promotion of the festival and it's related events.

3. Selected films

If a film passes the preview selection, it will be included in the official programmes of the SAPPORO Short Fest 2011. The festival office will announce the result of the preview selection on the website (http://sapporoshortfest.jp) in **July**, and will send an e-mail to each applicant of the selected films.

Then, please be prepared to send the items listed below. Deadline of the screening materials could be change depending on the announcement of the official selections. The SSF try to reserve respectable days for preparations. Please prepare sending screening tape, especially any films contains non-English dialogue films that are **required English subtitle**.

3-1.

Screening Film Format:
#1. **NTSC/PAL** Mini DV, DV CAM, Digital Betacam and HDV (with ENGLISH subtitles if necessary).
We do not accept HDCAM SR. **Please enclose returning address.**

Required Film Information:
1. A set of photos (Minimum width 900 pixels at 72 dpi if possible).
Press photos of the film
Hi-Rez poster image (We print a poster image to promote your film)
Director's photo
Music Composer's photo (if available)
2. Precise script and dialogue list (with time code if possible).
For adding Japanese subtitles, Microsoft Word document or Text editor document file preferred.
3. Short Synopsis (20 words) and long Synopsis. We use short synopsis for print materials.
4. Director's brief biography, filmography, and a list of awards.

5. Credit list (Music Composer, Screenplay, Cinematography, Editor, Actors, Actresses, Art Director.)
This is necessary for the respective awards.
#6. An additional information anything support your film; e.g., production note.
If possible, please send about 200 postcards and 3 posters for the market and festival venues.

Digital data is necessary for festival publications (on the web and the official catalog).

3-2.
The festival office is responsible to keep the copies of the submitted films safe, and manage them in an appropriate way. The applicants should inform the festival office if there is any change in the address written on the entry form. If the office does not receive the screening copy by the deadline, the screening will be invalidated.

4. About the screening
The festival's main screening venue will be TOHO PLAZA (Chuo-ku S2W5, Sapporo). The screening consist also preview event of promotion and may be festival's CAV/TV special preview program.
The festival will use HDV format for the screening. All the programmed official selection films are may be circulated National and International festival's tour for continuing promotes the films.

5. Awards
The jury will choose the grand-prix winner and other awards out of the official selection films. The festival office will appoint 5 jury members. The number of jury members is subject to change.
Awarded films and festival's official selection films may be television broadcasted in one of regional station for announcing the awarded films in the festival's special program. The CAV/TV program of the award announcement is part of our promotional scheme.

6. Market
The festival includes the Short Film Market, where registered professionals can watch films, and buy and sell films. It will be open 3-5 days in the festival period. The market consists of video viewing booths and a business space, press reception and presentation space.
Market attendants can access information of all the registered films and watch films in one of the viewing booths using "Spotrights" system.

6-1. Spotrights ID and Market Status
Films submitted to the festival will be registered to the market video library.
Films submitted through SHORTFILMDEPOT will be automatically be entered our short film market. If you do not want to participate the film market, please change film participation status with user ID and Password from "Spotrights".

6-2.
The registered films are view at one of video booth by using Spotrights' secure online network system. If participants want to continue promote film to market users, Spotlights is offering extending viewing capability with secure online service. Please refer Spotlights service policy.

6-3.

The festival manages filmmakers' and market participants' personal information and has rights to provide required information as long as it is for the benefit of filmmakers and their works.

The Sapporo Short Fest Market will aid in the following:
1. Help business between filmmakers and other attendants by connecting them.
2. Supply available press kits to industry, media and festival attendants.
3. Make a list of industry, media and festival attendants' information available for attending filmmakers.

7. Archive and use of the films

All submitted copies of the films will be automatically registered to the festival archive and the festival will keep them for at least 3 years. The festival office is responsible for managing these copies and has the right to show them to a third party if it is required for running the office. All submitted films are kept in festival's registered archive and could be screened and programmed only for cultural, educational and promotional purpose.
If the festival likes a particular film, we will ask to buy the rights, offering payment and a proper contract to be signed between the right holder and the festival.

8. Other notes

The festival committee will consider any other issues, not included in this document.
The festival information stated here is subject to change. In the case of litigation, only the courts of the city of Sapporo, Japan shall have jurisdiction. The Sapporo Short Fest committee or it's representative reserves the right to cancel any submission or take any suitable measure in the event of a breach of regulations or in response to any behavior deemed by the committee to be disturbing to the course of the festival.
All applicants must carefully read, understand, and agree with what is written in this document. The signature of the applicant implies full understanding of and consents to the rules listed above.

SAPPORO Short Fest, Festival Office
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Spotrights: http://www.spotrights.jp/