



Sapporo International Short Film Festival and Market
SAPPORO Short Fest 2015, October 7th-12th

ONLINE OPEN CALL REGULATIONS

For

Spotrights.jp

INTERNATIONAL COMPETITION

Submission deadline from Spotrights.jp: **March 31.**

Deadline for Preview file DVD: One title Section / Filmmakers' Section: **April 10.**

Submission fee: No fee

Genre: All (including music video)

Competitive sections:

→ **One Title Section** (One Title Entry):

A short film less than 30 min, completed after March 1, 2014 and before March 31, 2015.

→ **Filmmakers' Section** (Program Entry) a short film less than 30 min.

For the Filmmakers' Section make your own programme with more than 3 films less than 45min in total.

Accept all the production year.

All the submissions to SAPPORO Short Fest (SSF) will be processed with SSF's Submission Management Server "Spotrights.jp". Please create your account and register your film to submit to the SAPPORO Short Fest 2015 **One Title Section** or **Filmmakers' Section**.

SAPPORO Short Fest <http://sapporoshortfest.jp/>

Spotrights <http://www.spotrights.jp/>

Spotrights.jp

HOW TO SUBMIT

- 1) Create an account on Spotrights.jp
- 2) Register your film information.
- 3) Choose One Title section or Filmmakers' section to submit.
- 4) Select a film to submit. Select more than one film to submit Filmmakers' section.
- 5) Print out an entry form PDF then, sign the form and post with preview file DVD.



1. About the festival

10th Sapporo International Short Film Festival and Market (a.k.a. SAPPORO Short Fest 2015) will take place from October 7th to 12th 2015.

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

When an applicant submits a film, filmmaker or producer can either:

1) Send a new film (completed after March 1, 2014 and before March 31, 2015) to "One Title Section" (One Title Entry).

OR

2) Send a programme of filmmaker's works to the "Filmmakers' section" (Program Entry).

(Please refer to "Notes and requirements for the entry" below and films are only submitted through "Spotrights.jp".)

The executive committee and its festival 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.

2. Notes and requirements

1. Filmmakers of all nationalities are welcome to submit.
2. All films submitting One Title section must be less than 30 minutes (including credit rolls and others) .
3. For submitting Filmmakers' section all the films must be less than 30 minutes.
4. All films must have English title. The Festival only uses and announces English title.
5. All films submitted to the "One Title section" must be completed after March 1, 2014 and before March 31, 2015.
6. For the "Filmmakers' section," older films (completed before March 2014) can be included.
7. Please submit your film by using SAPPORO Shot Fest's Entry Management Server "Spotrights.jp". Please create user account on Spotrights.jp
For managing and modifying your entry information, please login to the "Spotrights".
<http://www.spotrights.jp/>
8. Fill in all required fields of entry forms in English.
9. For the entry, please send evaluation preview copy of your film (or films for program entry) in a format shown below.
10. For producing Japanese subtitles please send also English dialogue list text file on DVD along with entry form and preview file DVD or upload it on Spotrights.jp



2-1.

Guidelines for specification of preview file DVD.

1. One film per one DVD.
2. Please send preview video file on DVD.
Resolution: 1280x720 (16:9)
File format: .mp4 (Mpeg-4 AVC / H.264)
Frame rate: 24 fps
Bit rate and file size: less than 4Mbps and less than 800 MB
File name: Please use last 5 numbers of your submission entry number that indicate upper left on the entry form PDF. The submission entry number will starts with 15... and 10 digits.

Ex, 12345_YourFilmTitle.mp4

4. Please write your submission entry number and film title on DVD.
5. Please do not use self adhesive Label on DVD. Use marker for print film title and any information
6. Preview file DVD will not be returned.
7. School submissions need to separate video file and DVD for each submission. Each submission needs a set of entry form and DVD.

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.

For producing Japanese subtitles, please send also an English dialogue list text file on DVD along with entry form and preview file DVD or upload it on Spotrights.jp

2-3.

Submitted films don't need to be a premiere, so if the film has been screened at another film festivals 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.

"Filmmakers' Section" (Program Entry) makes your own program with a set of films. Please follow the requirements below.

The program should include more than 3 films, but less than 45 min in total.

Accept all the production year.

Please write the entry number, film title and director name on the disk.

Please use only a marker or print.

Please also refer "2-1." preview file DVD specifications.

Selected filmmakers are invited to the festival in October. The festival supports air tickets with specified amount and hotel accommodations during the festival.



2-5.

The deadline for the online entry from Spotrighs.jp is **March 31st, 2015**.

The deadline of your evaluation preview file DVD (must arrive festival office by date below)

One title Section / Filmmakers' Section: **Friday April 10th**.

Please send preview DVD with signed Entry Form and English dialogue list as well on DVD.

SAPPORO Short Fest, Festival Office
Inter x cross Creative Center 1F A
1-1, 5-1 Higashi-Sapporo Shiroishi-ku,
Sapporo 003-0005 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 2015. The festival office will announce the result of the preview selection on the website (<http://sapporoshortfest.jp>) by late June, and will send an Email to each applicant of the selected films. 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 data file or tape, especially any films contains non- English dialogue films that are **required English subtitle**.

3-1.

Screening Film Format:

#1. AppleProRes422 HQ/LT (with ENGLISH subtitles if necessary) and HDCAM

We do not accept HDCAM SR.

Required Film Information: most of the information can be uploaded on Spotrighs.jp

1. A set of photos (Minimum width 1200 pixels at 72 dpi).

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.)

It 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.

7. Sales or contact name and email address. It will be on the festival guidebook.

For a festival publication section #3, #4, #5, #6, #7 will be asked again after announcing official selections.

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.

3-3.

You can send promotional press kit, poster and post card (up to 200) to the festival office.

3-4.

The festival will use a clip from selected film for promotional purpose. The clip will not be more than 10 % of the film. And it will be reproduced as festival trailers and presented on tv, public ad space and internet sites. Press photos and poster images are also used as promotional materials.

4. About the screening

The festival's main screening venue will be SAPPORO PLAZA 2.5 (Minami-2 Nishi-5 Chuo-ku, Sapporo). The screening event includes promotional preview events. And it could be festival's CAV/TV special preview program as well.

All the programmed official selection films are may be circulated national and international festival's tour for continuing promotion of the films.



5. Awards

The jury will choose the grand-prix winner and other awards from the official selection films. The festival office will appoint 5 jury members.

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.

5-1. Award list

We have 2 competitive sections.

Filmmakers' Section: The Grand Prix Filmmaker

One Title Section: The Grand Prix Film

Category Awards

Best Director / Best Asian Short* / Best National Short / Best Hokkaido Short /
Best Contemporary & Experimental Short / Best Animation / Best Documentary / Best Mini Short
(Under 5 min) / Best Non-Dialogue Short / Best Student Director / Best Original Score / Best Children
Short*

Optional Awards: depending on official selection

Best Screenplay / Best Editing / Best Cinematography / Best Actor, Actress / Best Child Actor,
Actress

***Best Asian Short Award:** The award film will be chosen from submitted film and invited films.
Nominated Asian countries are

Bangladesh, Bhutan, Brunei, Cambodia, China (Rep. of China, Hong Kong, Macau), East Timor,
India, Indonesia, Japan, Laos, Malaysia, Maldives, Mongolia, Myanmar, Nepal, North Korea,
Pakistan, Philippine, Singapore, South Korea, Sri Lanka, Taiwan, Thailand, Vietnam.

***Best Children Short Award:** Children juries who are under 12 years old will choose the award.
Nominated films are chosen from One Title Section submissions.

Special Awards

Sapporo Peace Award: Nominated films are chosen from One Title Section submissions.

In light of the purpose of the Sapporo Peace Declaration, the Peace Award will be given to the film,
which provides the audience with an opportunity to think about peace and their roles toward creating
a peaceful world as well as contributing to peace education for children.



6. Market

The festival includes the Short Film Market, where registered professionals can watch films, and buy and sell films. It will be open 4 days in the festival period. The market consists of video viewing booths and a business space and presentation space.

Market attendants can access information of all the registered films and watch films in one of the viewing booths using “Spotrights.jp” 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 for the “Spotrights.jp”. All the submitted films will be provided Spotrights.jp ID and PW.

6-2.

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. After 3 years, the submitted copies would be continuously archived as long as committee's request. The festival office is responsible for managing these copies and has the right to show them to a third party only for its promotional purpose. 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 INTERNATIONAL
SHORT FILM FESTIVAL AND MARKET

SAPPORO Short Fest, Festival Office

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<http://sapporoshortfest.jp/>

Spotrights.jp

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