



SUBMISSIONS 2008 TERMS AND CONDITIONS

Deadline

All films must be submitted with completed application form, no later than **1700(GMT) on Tuesday 10th June 2008** (postmark accepted). Please send your submission as far in advance of this deadline as possible.

Completed submission forms, preview disks and supporting material must be received by the appropriate deadlines.

Early Bird submission deadline is 1700(GMT) on Tuesday 15th April 2008. Films submitted before this date are subject to a reduced Submission Fee (see below).

To submit you must be over 18 yrs of age.

Your Film

The film categories for CWFF 08 are Animation, Comedy, Docklands, Documentary, Drama and Music Video.

Please select the one category your film belongs to on the submission form. Judges may reallocate productions to other award categories which they deem to be more appropriate.

Please submit the best possible copy of your work on DVD in PAL format. We cannot preview on any other format. You must label the disk and cover with the film's Title, Director and Duration.

Film running time, including titles and credits, must not exceed 15 minutes. **Films over 15 minutes will not be considered for selection.**

Films submitted must have been completed after June 2007.

CWFF reserves the right to refuse or cancel projection of any film if advised by responsible technicians that the screening disc is not of sufficient quality to ensure satisfactory public screening.

Please send separate DVD's and application forms for separate submissions. You may submit as many films as you wish, however only one entry per category will be shown in the final programme.

You must ensure that you have the right to participate in CWFF with regard to third persons connected with the production of the participating film. You must certify that all rights and clearances have been obtained and that your film is not subject to any litigation nor threatened by any litigation (e.g. music rights). Failure to comply with this requirement will result in the withdrawal of your film for consideration.

Submission Form

Submissions are via the online form, at www.cwff.org.uk/08/submissions. All fields must be completed. You will be given a reference number for each entry,
MAKE SURE YOU MARK YOUR DVD WITH THIS REFERENCE NUMBER.

Submissions Address: CWFF, PO Box 60453, London, E9 6WG

Submission Fee

The submission fee is £8 per film. Early Bird submission fee (sent before Tuesday 15th April 2008) is £5.

Payment must be made in Pounds Sterling.



Submissions which arrive without the appropriate fee will not be considered for selection.

Please note for international entries, exchange rates are determined by Paypal. The submission fee is non refundable.

Receipt of Submissions

After sending this form, you will receive an email stating a reference number for each film you submit, and will receive further updates regarding your entry from CWFF.

You will be informed if you have been successful or otherwise, within 6 weeks after the submission deadline. If you have not received a response 8 weeks after the deadline please email enquiries@cwff.org.uk; there may be a problem with your email address.

CWFF cannot return any material submitted.

CWFF will not take responsibility for any loss or damage to entries.

Selection

All successful submissions will be entered into the competition in their respective category.

The final selection of all films presented at CWFF and their placement in the programme is the responsibility of the Festival Team. This decision is final and no correspondence will be entered into with reference to this issue.

Publicity

We request you enclose with your submission up to 3 high-res stills from the film for use on the CWFF website and in CWFF-related publicity on any medium. All due accreditation will be given.

These should be enclosed on a clearly labelled separate disk in .jpg or .gif format.

International/Foreign Language Entries

If the film is not originally in English then it must have English subtitles and an English translation of the title.

Subtitles should be at least 36pt in size and within title safe and action safe areas.

All international submissions must include the wording "Trade Sample" on any customs label. For customs purposes all international submissions are required to give a value of no more than £3 Sterling or US\$10 to the package.

All Submissions should include:

1 x Online Submission Reference Number per film

1 x Submission Fee

1 x DVD copy of film in PAL format

3 x Film stills for publicity purposes

All submissions must be sent to:

**CWFF,
PO Box 60453,
London,
E9 6WG**