

Millburn Film Fest Checklist 2012

- Mail by the deadline February 16, 2012
- Read and comply with Rules & Guidelines
- Send Submission form fully completed
- Send 3 copies of your film on DVD labeled with the film name, your name and contact information, and film running time
- ~~Send a DVD with 30 second to one minute film trailer for your film labeled with film name and marked as "Film Trailer"~~ No trailer required
- Complete Talent or Location Appearance forms (Please fill out a form for all persons visible in the film and any private locations that appear in the film)
- Send completed forms and DVDs to:

**Millburn Film Fest
Education Foundation of Millburn-Short Hills
c/o Amy Talbert
181 Hartshorn Drive
Short Hills, NJ 07078**

Send questions to millburnfilmfest@gmail.com

Millburn Film Fest Rules & Guidelines

The Millburn Film Fest is a project where the Education Foundation of Millburn-Short Hills puts students in the spotlight by showcasing Millburn Middle and High School students' short films.

Submissions will be accepted from September 6, 2011 through February 16, 2012. All submissions must be postmarked by February 16, 2012 and received by the Millburn Film Fest in order to be considered.

Eligibility to enter

- A full-time student that is enrolled in Millburn High School or Millburn Middle School for the academic year 2011-2012 who played a major role in the creation of an original film (i.e., producer, director, writer, cinematographer or editor).
- the film must have been completed within one year prior to the festival date of April 11, 2012. The film must be considered a student production in which no industry professionals or faculty can play a major role, although they can have an advisory role.
- A single student may contribute a maximum of three (3) films in which he/she played one or more of the following roles: producer, director, writer, cinematographer or editor.

Submission guidelines

- Films **must** be submitted on DVD in widescreen (16x9) format. Three (3) copies of the film must be submitted. No menu screen is required. The DVD of the film must be able to be played in standard DVD players, not just as a computer file. The judges accept no responsibility for disc read errors or formatting problems. Projects that are not in the proper format, or cannot be viewed by the judges will be disqualified from the competition.
- The three (3) DVDs and DVD cases/sleeves to be submitted must each be labeled with the name of your film(s), its total running time, your name and contact info (name, address, phone # and e-mail).
- ~~Entrants are also required to produce a 30-second to one-minute trailer of their film to be submitted on a separate DVD. The "Trailer" DVD should be labeled with the film name and the words "Film Trailer" on the DVD.~~ No trailer DVD is required. (rule amended 1/27/12)
- Entries with incomplete or illegible forms, illegible labels on media or in the wrong media format will be disqualified.
- When submitting more than one film, submit each film on separate DVDs, and fill out a separate submission and talent/location forms for each film.

- Films not in English must be clearly subtitled or dubbed into English.
- No DVDs submitted will be returned.

Film Content & Length

- The Millburn Film Fest Film encourages creativity and originality, however all scenes should be suitable for family viewing and as such the content must be equivalent to a G or PG rated movie. The judges will exclude films with gratuitous obscenity, gratuitous violence, or whose subjects are in poor taste.
- All films submitted must be in compliance with copyright laws. Your film must be your own original work. Do not submit a re-edited version of a commercial video that you didn't shoot.
- ~~Submissions may be no shorter than three (3) minutes and no more than ten (10) minutes in length.~~ Submissions may be **no shorter than three (3) minutes** and **no more than fifteen (15) minutes** in length. (rule amended 1/27/12)

Judges & Judging Criteria

A panel of five judges that will include a combination of Millburn faculty/staff, film/media industry professionals and/or Millburn/Short Hills residents will judge films. The Education Foundation of Millburn-Short Hills, in its sole discretion, will appoint the judges. The judges will evaluate the films on the basis of:

- story (originality/creativity/emotional drama)
- production values (quality and complexity of lighting, sound, camera work, editing, pacing)
- acting (quality of performance)

Winning Films

The panel of judges will use its best efforts to select five (5) winning films. The judges are not required to select five (5) winning films, and may select fewer than or no winning films, if they decide, in their sole discretion, that fewer than five (5) or no films meet the Millburn Film Fest's criteria or objectives. If a winning film is disqualified, the Millburn Film Fest may, but is not required to, select an alternate winner. Winning films will be showcased at the Millburn Film Fest to be held in April 2012, or such other time as scheduled by the Millburn Film Fest. In the event that unforeseen circumstances reasonably require cancellation of the Millburn Film Fest for any reason, the Millburn Film Fest will so advise the entrants and shall have no liability as a result thereof.

Notification of Winning Films

Winning filmmakers will be contacted by email no later than March 23, 2012.

Rights

- All materials (images, music, etc.) used in the submitted film(s) must be either original work, work used with the copyright holder's permission, or work that is in the public domain. If a copyrighted work is used with the copyright holder's permission, verification of such permission must be included in the submission. In submitting your entry, you and your parent/guardian are certifying that all such permission has been obtained and assuming all copyright liability thereof. Films that violate copyright law will not be eligible to win or be shown in the Millburn Film Festival. Written verification that all copyrights in the submitted film(s) were cleared must be submitted to the Millburn Film Fest by the February 16, 2012 festival submission deadline.
- In addition, by submitting a film to the Millburn Film Fest you and your parent/guardian give the Millburn Public School System, The Education Foundation of Millburn-Short Hills, and the Millburn Film Fest unlimited rights to use your Creative Works (i.e., film, videos, and DVDs; still photographs; artwork in any medium; voice recordings; written work; pictures in any medium; and any other original work), or any portion thereof, for screenings and in promotional materials at any time, and to publish in print, electronic or digital form in perpetuity. By submitting this film you further agree that the Millburn Public School System, the Education Foundation of Millburn-Short Hills, and the Millburn Film Fest have the right to use your name and Creative Works for public relations, public information, student recognition or awards, instruction, distribution or sales where the proceeds benefit the Millburn Public School System, The Education Foundation of Millburn-Short Hills, or the Millburn Film Fest.

Millburn Film Fest Submission Form

Education Foundation of Millburn–Short Hills
c/o Amy Talbert
181 Hartshorn Drive
Short Hills, NJ 07078
millburnfilmfest@gmail.com

Submission for Entries September 6, 2011 – February 16, 2012

Submission Information: Please complete ALL information

Film/Screenplay Title: _____

Director(s): _____

Producer(s): _____

Writer(s): _____

Editor(s): _____

Cinematographer(s): _____

Year Completed: _____

Person Submitting Entry: _____

Address: _____

City/State/Zip: _____

Phone #1 (best way to reach you): _____

Phone #2 (2nd best): _____

E-mail(s): _____

Website (if applicable): _____

Age: _____ Grade: _____ School: _____

Certificates and recognition may be given to other contributing students. If you would like to include additional contributing credits, please do so below:

Name of Person: _____ Job/Title: _____

Name of Person: _____ Job/Title: _____

Name of Person: _____ Job/Title: _____

Film Category (check one):

- ___ Documentary Film
- ___ Original Story
- ___ Instructional Film
- ___ Animation or Claymation
- ___ Other

Genre: _____
(i.e.: comedy, drama, romance, action)

Total Running Time: Minutes: _____ **Seconds:** _____

Film Summary for Press Releases

Does this film contain copyrighted material of others? Yes No

Note that this information will be used in the program and all publicity information distributed by the Millburn Film Fest and will be copied verbatim. Please use only the space provided:

I have read the Millburn Film Fest Rules & Guidelines prior to this submission and accept and take full responsibility of the work submitted. I understand that any work may be rejected from this film festival if any of these Rules and Guidelines are not followed. In entering my work in the Millburn Film Fest, the undersigned represents that I own all proprietary rights to the film submitted and that I have secured the rights, licenses, clearances and releases necessary for exhibition of my film, so that neither the Millburn Film Fest, the Millburn Public School System, the Education Foundation of Millburn-Short Hills, nor its representatives will be obligated to make any payment to any third party, and that the exhibition will not infringe or violate the rights of any firm, person or corporation. The undersigned shall indemnify, defend and hold the Millburn Film Fest, the Millburn Public School System, and/or the Education Foundation of Millburn-Short Hills and its representatives harmless from and against any and all claims, damages, costs, liabilities, and expenses which may be incurred by reason of any breach of these representations, or arising out of any matter contained in the entry or otherwise by the Millburn Film Fest's use of the entry. By entering my work I give the Millburn Public School System, The Education Foundation of Millburn-Short Hills, and the Millburn Film Fest unlimited right to use the film, or any portion thereof, or any images contained in the film for screenings and in promotional materials, and to publish in print, electronic or digital form in perpetuity. I also give The Education Foundation of Millburn-Short Hills and the Millburn Film Fest the right to use my name, likeness, biography and/or voice for promotional purposes, public relations, public information, student recognition or awards, instruction, distribution or sales where the proceeds benefit the Millburn Public School System, The Education Foundation of Millburn-Short Hills, or the Millburn Film Fest. I have also attached individual Actor's Release Forms for each person that has a role in my film.

Entrants Signature: _____ Date: _____

Parental signature is required if entrant is a minor under the age of 18:

Parents Name: _____ Date: _____
(print)

Parents Signature: _____

FOR OFFICE USE ONLY:

Catalog ID#: _____ Date Rec'd: _____ Accepted By: _____

Millburn Film Fest

Talent or Location Appearance Name and Likeness Release Form

Name of "Talent" or "Location": _____

Address of "Talent" or "Location": _____

Title of film "Talent/Location" grants use: _____

FOR GOOD AND VALUABLE CONSIDERATION, Talent/Location agrees as follows:
Use of Name and Likeness.

- (a) Talent/Location hereby consents and grants to the Millburn Public School System, the Education Foundation of Millburn-Short Hills, and the Millburn Film Fest the royalty-free, irrevocable right and permission to use in perpetuity Talent's name, likeness, biography, and/or voice, either alone or accompanied by other material, in connection with the submitted film or any promotional or advertising relating thereto, in any manner and in any media, throughout the world, at any time, including for public relations, public information, student recognition or awards, student competitions entered into by the student, instruction, distribution or sales where the proceeds benefit the Millburn Public School System, The Education Foundation of Millburn-Short Hills, or the Millburn Film Fest. The Talent/Location waives all rights to inspect and approve the finished product, its use or such written or spoken copy as may be used in connection therewith.
- (b) Talent/Location acknowledges that any pictures or voice recordings taken of Talent/Location on a film submitted to the Millburn Film Fest and any pictures submitted by Talent/Location are or will become the sole property of the Millburn Public School System, The Education Foundation, and the Millburn Film Fest. If Talent/Location receives any print, negative, or other copy thereof, Talent/Location shall not authorize its use by anyone else.
- (c) Talent/Location will not hold the Millburn Public School System, The Education Foundation, and the Millburn Film Fest responsible for any liability resulting from the use of Talent/Location's name, likeness, or photograph(s) in accordance with the terms hereof, including what might be deemed to be misrepresentation of Talent/Location, Talent/Location's character, or Talent/Location's person due to distortion, optical illusion, or faulty reproduction that may occur in the finished product.
- (d) Nothing in this Agreement will constitute any obligation on the part of the Millburn Public School System, The Education Foundation, and the Millburn Film Fest to make any use of any of the rights granted by Talent/Location under this Agreement.

I hereby certify that I have read the foregoing and fully understand the meaning and effect thereof, and intending to be legally bound, I have hereunto set my hand _____ day of _____, 20____.

Name (print) _____ Signature _____

Parental signature is required if entrant is a minor under the age of 18:

I hereby certify that I am the (parent) (guardian) of the minor named above. I hereby consent to the foregoing on his/her behalf.

Signature of Parent/Guardian _____ Date _____