

Title of film					
Director					
Director's Country of Origin					
Date completed	/	/	(dd/mm/yyyy)		
Running Time		Hours		Minutes	Seconds
Original language of film					
Is this a UK premiere?	<input type="checkbox"/> Yes <input type="checkbox"/> No (Please provide details)				
Is this a world premiere?	<input type="checkbox"/> Yes <input type="checkbox"/> No (Please provide details)				
Preview format	<input type="checkbox"/> PAL DVD				
Screening format	<input type="checkbox"/> PAL BETA SP <input type="checkbox"/> PAL Mini DV <input type="checkbox"/> PAL DV CAM <input type="checkbox"/> PAL Mini HD (Please tick one)				
Aspect Ratio	<input type="checkbox"/> 16:9 anamorphic <input type="checkbox"/> 16:9 letterbox <input type="checkbox"/> 4:3				
Synopsis (maximum 200 words)					
Name					
Role					
Address					
City					
Postcode					
Telephone Number					
Mobile Number					
E-Mail					
Website					

**IMPORTANT:**

- All submissions must be subtitled in English for screening purposes
- All submissions must be in PAL format - NTSC is not accepted
- Regrettably, submissions in 35mm/16mm/8mm film cannot be accepted
- Regrettably, submissions in DIGI BETA cannot be accepted

## APPLICATION GUIDELINES FOR SUBMISSIONS TO DOCUMENT 10, OCTOBER 2012

PLEASE READ CAREFULLY BEFORE SUBMITTING YOUR APPLICATION

- There is no entry fee for applications to Document 10.
- Document 10 welcomes relevant films from any period.
- Filmmakers may submit a maximum of 3 x films for preview.
- A separate application must be made for each film.
- Application Forms must be posted with **2** preview copies of each entry.
- Application Forms, screening history, filmmaker CV and 3 x JPEG/TIFF stills **must** be emailed.
- Preview copies may **only** be submitted in **DVD** format.
- Screening copies are accepted in the following formats: **PAL VIDEO: BETA SP / Mini DV / DV CAM / Mini HD**

**PLEASE NOTE THAT DVDS WILL NOT BE ACCEPTED AS SCREENING COPIES. IN THE EVENT A SCREENING MASTER IN ONE OF THE FORMATS LISTED DOES NOT ARRIVE BY THE DUE DATE, DOCUMENT RESERVES THE RIGHT TO WITHDRAW THE FILM FROM THE PROGRAMME.**

- Document is **unable** to consider works in **NTSC** format.
- Document **does not** screen **DIGI BETA**.
- Regrettably, submissions in 35mm / 16mm / 8mm film **cannot** be accepted.
- All tapes / DVDs must be clearly marked with Filmmaker's Name / Title of Work / Exact Running Time / Format.
- All packages sent from outside UK must be clearly marked: NOT FOR TRADE / NO COMMERCIAL VALUE / LOAN FOR FESTIVAL / VALUE = 0
- Preview copies will be retained by Document for archive & educational purposes.
- **All screening copies must arrive by 15th September 2011.**
- Document cannot pay for courier / shipping costs incurred on receiving screening copies, but will ensure safe return of works after the festival.
- Insurance is the responsibility of the filmmaker. Document does not accept responsibility for any damages incurred during transit or screening.
- Should your film be accepted, Document will request additional information for press & publicity, such as posters and any other printed PR material you may have.
- Filmmakers whose work is accepted for the festival will receive an accredited festival pass and two additional complimentary festival passes. (NB: While festival passes allow free entry to all screenings and associated events at Document 10, pass holders are strongly encouraged to reserve tickets in advance for individual screenings from festival venues.)
- Entering your work to Document 10 indicates automatic acceptance of the above terms.

### PLEASE NOTE:

Although we appreciate the expense incurred in traveling to festivals, Document cannot provide travel costs for filmmakers who would wish to attend. We will however where possible offer attending filmmakers free accommodation with Glasgow-based filmmakers and friends of the festival. Where this is not possible, we will provide information and contact details for affordable and recommended accommodation. If selected, please provide us with information on the dates and duration of your intended stay well in advance - this allows us to try and find suitable accommodation for you. If required, Document 10 is happy to provide letters of invitation and support to invited filmmakers.

### CHECKLIST:

- 2 preview copies of film
- Completed application form, screening history, filmmaker CV and 3 x still images (JPEG/TIFF) emailed to: **documentsubs@gmail.com**

**THE SIGNATURE OF THE APPLICANT IS CONSIDERED AN ACKNOWLEDGEMENT OF THE ABOVE TERMS AND CONDITIONS.**

<b>Signed</b>	
<b>Position</b>	
<b>Dated</b>	/ / (dd/mm/yyyy)

YOU MUST EMAIL COMPLETED APPLICATION, SUPPORTING DOCUMENTATION AND STILLS TO:  
**documentsubs@gmail.com**

SEND PREVIEW COPIES (**DVD ONLY**) AND PRINTED COPIES OF APPLICATION TO:

**Document Festival,  
Centre for Contemporary Arts (CCA), 350 Sauchiehall St, Glasgow, G2 3JD, Scotland, UK.**

**Return address, if different from above:**

Name	
Address	
City	
Postcode	
Country	

**Producer(s), if different from above:**

Name	
Address	
City	
Postcode	
Country	
Telephone	
Mobile	
E-mail	
Website	

**Director(s), if different from above:**

Name	
Address	
City	
Postcode	
Country	
Telephone	
Mobile	
E-mail	
Website	

**Production Company:**

Name	
Address	
City	
Postcode	
Country	
Telephone	
Mobile	
E-mail	
Website	

We look forward to receiving your films and meeting you at the festival in October 2012.

The Document Team

**Contact:**

Document Festival  
Centre for Contemporary Arts (CCA), 350 Sauchiehall St, Glasgow, G2 3JD, Scotland, UK.  
Tel: 00 44 (0) 141 332 9775  
Email: documentsubs@gmail.com  
Web: www.documentfilmfestival.org