

PerSo – Perugia Social Film Festival – Third Edition

Perugia, 23rd September-1st October, 2017

REGULATIONS

• GENERAL RULES

- This document contains the film requirements to be eligible for the Third Edition of PerSo Film Festival; without them the submission will be rejected.
- If the movie has the eligibility requirements to participate in more than a section of the contest, the Artistic Direction will choose, at his incontestable discretion, in which section it will be submitted.
- The Artistic Direction, Selection Committee and Jury's choices, regarding both the selection and the prizes, are unquestionable.
- At the incontestable discretion of the Artistic Direction, if the number of high-quality movies submitted is not enough for a section of the contest, that section will be removed from this edition and the prizes will be redistributed among the other sections.
- It is forbidden to submit two movies of the same author in the same competitive section. "The same author" means also the director of a movie who is, at the same time, co-author of another movie, both submitted to the Festival.
- It is forbidden to submit movies that have already been submitted to the past edition of the Festival.
- Authors and producers are responsible for the content of their movies. With the registration to the Festival's contest, they declare to have accomplished any duty to third party deriving from the author's copyright.

• REGISTRATION RULES

- For PerSo Award category, the submission of film for competition through the website <http://persofilmfestival.it> is subjected to a 10 € registration fee; the submission is free for all the other categories. In case of submission through <http://www.freefilmway.com>, for PerSo Award category the submitters are expected to pay a 15 \$ registration fee; all the other categories submitters are expected to pay a 5 \$ registration fee.
- Every film must be submitted exclusively online on the festival official website: www.persofilmfestival.it, through the specific registration page (<http://www.persofilmfestival.it/registration-form-perso-2017/?lang=en>) or, alternatively, on FilmFreeway (<https://filmfreeway.com/festival/PerSoPerugiaSocialFilmFestival>).
- The registration form, which can be downloaded at www.persofilmfestival.it, must be filled in all its parts (personal data, info about the film, acceptance of the call for entry and the regulations, way of shipping of the preview copy).
- Preview copies of the film must be sent by web server; whether not possible, the copies can also be sent by post or courier.
 - Online (web server):
- Please write a link to the film (preferably on Vimeo), specifying the URL and password

- on the registration form. The link must remain active until the 31st of July 2017;
- Or please send a video file through web services (i.e. wetransfer, myairbridge, etc.) to the following e-mail address: concorso@persofilmfestival.it.
 - Post or courier:
 - Please send the preview copy in usb-drive, blu-ray or dvd, by registered post with signed return receipt or by courier with the obligation to deliver to the consignee (for addressee only), to the following address:

Fondazione “La città del sole” – ONLUS
Via XX settembre, 72
06121 Perugia
Italia
 - Preview copies have to be sent in Italian and/or English or with Italian and/or English subtitles.
 - In case of a preview copy sent online through web services, we ask the presenters to abide to the following requirements:
 - the video file must contain only one copy of the film;
 - video: minimum resolution 720x576 (Standard Definition);
 - format: .mov, .mp4, .mkv, .avi;
 - subtitles: embedded directly on the image of the movie (hardcoded).In case of dvd or blu-ray disk it is possible to burn the copy as video disk or as data disk and insert the video file following the above-mentioned requirements.
 - At the end of the online registration procedure, the website will return a summary document that the person authorized to handle the movie must sign.

The signed document can be sent in two different ways:

 - scanned and sent by e-mail to segreteria@persofilmfestival.it;
 - sent by post or by courier to the following address:

Fondazione “La città del sole” – ONLUS
Via XX Settembre, 72
06121 – Perugia
Italia
 - The registration will be considered completed after PerSo Film Festival’s secretary would have received the signed registration form and the preview copy. The secretary will send confirmation of the completed registration by email to the address indicated on the registration form. For the registration form preview copy, the secretary will consider valid the system uploading date or the postmark date or the courier taking charge.
 - Preview copies will not be returned.
 - Shipping cost and possible custom fees are at the expense of the participant. For custom matters, shipments from non-EU countries must be marked “FOR CULTURAL PURPOSES ONLY – WITH NO COMMERCIAL VALUE”. We recommend to use tracked and insured shipment.
 - Additional material related to submitted movies shall be sent only in case of selection to the contest (see Regulations, part 3).

- **PROCEDURE FOR SELECTED MOVIES**

- **3.1) Acknowledgement of acceptance**

- By the 15th of July, PerSo Film Festival's secretary will communicate the selection to the official competition, by sending an email to the address indicated on the registration form. The email will contain a copy of the acceptance letter and the disclaimer to be filled and signed by the authorized person. These documents must be sent by, and no later than, the 24th of July (under penalty of exclusion) together with a copy of a valid identity document of the same person.

The documents can be sent in two different ways:

- Scanned and sent by email to the following address: segreteria@persofilmfestival.it;
- Sent by post or by courier with the obligation to deliver to the consignee (for addressee only), to the following address:

*Fondazione "La città del sole" – ONLUS
Via XX Settembre, 72
06121 – Perugia
Italia*

- Those who will not receive the official communication from our secretary by the 15th of July 2017 have to be considered not admitted to the competition.
- In case the authors or the producers decide to withdraw their participation after the shipping of the document indicated in point 3.1.3, the payment of € 2.000 will be requested as compensation for the damages.

- **3.2) Shipping of materials**

- The following materials have to be sent by email, or alternatively by registered mail with signed return receipt or trackable (FOR ADDRESSEE ONLY), by, and no later than, the 24th July 2017:
 - A video file or 2 Blu-ray or 2 DVD-standard, containing a copy of the film that is **completely identical to the original film in terms of editing and duration (opening and closing credits included)**, with the addition of subtitles, for the exclusive internal use by PerSo Film Festival;
 - director's statement concerning his/her film;
 - photographic documentation with publishing authorization, composed by at least 3 images of the film in jpg/tif/eps/pdf/png format and 300 dpi, 15cm/430px wide. Each photo should be labelled with the film title or the director's surname and numbered in progressive order of preference;
 - list of artistic and technical staff cast;
 - if available:
 - press kit;
 - printed posters of the film to be affixed on the movie theatres;
 - any other material that may be useful for selection purposes.

- **3.3) Shipping of screening copy**

- The following materials have to be sent by, and no later than, the 28th August 2017:

- Screening copy (according to technical requirements indicated in the proper section at the end of these Regulations);
- If present:
- Film trailer with subtitles;
- 2 promotional clips of the film, 30” length. If these are not available, the Direction may extract short sequences of the film for the purposes of presentations, promotion, and screenings during the award ceremony.

3.4) General rules for the shipping of the screening copies

- All shipping costs from and to Festival’s offices, including transport costs for the return of the screening copy, will be at the expense of the participant (including all custom charges for films sent from outside the European Union). The mode of transportation for the return of the screening copy will be arranged with the Direction.
- All costs relative to the shipment of publicity, promotional and photographic material to Festival’s offices will be at the expense of the participant, including all custom charges for material sent from outside the European Union. This material will not be returned.
- For custom reasons, shipments from non-EU countries must be marked: “FOR CULTURAL PURPOSES ONLY – WITH NO COMMERCIAL VALUE”
- In case an insurance coverage for transportation is deemed necessary, this must be at the expense of the presenters. The Direction disclaims any responsibility concerning damage or loss occurred during transportation.

3.5) Special dispensation for shipping screening copies

3.5.1) The Direction reserves the right to grant dispensation in case of proven evidence of problems related to the shipping of the screening copy. In no case these dispensations can be obtained after the last deadline of 4th September 2017.

3.6) General rules for the selected film

- Non-compliance with the deadlines, and/or with the correct procedure indicated in this document, will result in disqualification from the competition.
- The Direction reserves the right to reject those screening copies that our experts will consider technically inadequate for public screening and, in case this happens, the Direction reserves the right to ask for another copy with adequate technical requirements.
- The Direction guarantees insurance cover against all risks for the period during which the screening copies will be at the Festival’s disposal. The insurance value of a film may not exceed the average laboratory costs for a standard copy. The Direction will only accept complaints concerning the film copies sent within one month from the date of return of afore-mentioned copies.
- All necessary measures will be taken to protect the authors’ copyright for works entrusted to the Festival, in accordance with the dispositions regarding safeguard against piracy.
- Directors and producers of films presented at the Festival are kindly invited to donate a

copy of their work (Blu-ray or Dvd) to the PerSo archive. In order to protect the interest of the authors and the producers involved, the deposited work would be used only for research and documentation purposes while any kind of commercial use will be strictly prohibited.

- **FILM SCREENINGS**

4.1) The program and times of screenings are exclusive competence of the Artistic Direction of PerSo Film Festival. Each submitted film may be screened up to a maximum of 5 times.

4.2) The Festival screening location are the movie theatres of Perugia city-centre - Méliès, PostModernissimo, Sant'Angelo and Zenith – and Spoleto's movie theatres - Sala Frau and Sala Pegasus. Negotiations with ANEC and individual exhibitors are currently underway, these may result in a bigger offer of screening location but, notwithstanding this, the limit of 5 screening per film will still be active.

- **AWARDS AND LOGO USE**

- All forms of promotional activity after the presentation of the programme by the Festival Direction must mention, with the explicit commitment of those submitting the films, their participation in the PerSo – Perugia Social Film Festival – Third Edition, including the relevant section and the official logo of PerSo, as supplied by the Direction.
- Films awarded must also state which award was won, in accordance with the official graphics provided by the Artistic Direction of PerSo Film Festival.
- In the event that it is deemed necessary to award an ex-aequo prize, the amount will be equally divided among the winners.

- **GENERAL AND FINAL RULES**

- The present document and the Festival Call for Entry have been drawn up both in Italian and English. In case of conflicting interpretation, the Italian version is to be considered binding.
- Application for entry to the Festival constitutes unconditional agreement to all the regulations herein.
- The Festival Direction reserves the right to make decisions on matters not specified herein. Any legal disputes shall fall under the jurisdiction of the Perugia Courts.

TECHNICAL REQUIREMENTS FOR THE FILMS SELECTED

SCREENING FORMATS GUIDELINES

The only accepted screening formats are:

- **DCP – Digital Cinema Package**
 - **High-definition video files**

- **Blu-Ray Disc**

The following formats are not accepted: Digital Betacam, Betacam SP, HDCAM o HDCAM SR.

In case of problems with the afore-mentioned formats, please contact immediately the Festival at the following e-mail areatecnica@persofilmfestival.it

SUBTITLES GUIDELINES

The screening copies must include the original work accompanied by:

- English subtitles, if the original language is Italian;
- Italian subtitles, if the original language is English;
- Both Italian and English subtitles, if the original language is neither English nor Italian (included dialects, slang, etc.)

Films that fall into the first two categories (with either Italian or English as the original language) must have hardcoded subtitles.

For all the films that need double subtitles, it is required to contact the Festival's technical Department before sending the projection copy. This must be done by the 24th of July 2017 by writing an email to areatecnica@persofilmfestival.it.

In case the required subtitles would not be available, the presenters must promptly contact the Technical Department by sending an email to areatecnica@persofilmfestival.it and providing a mobile phone number they can be contacted through. The deadline is the 24th of July 2017.

TECHNICAL REQUIREMENTS

DCP - Digital Cinema Package

- All the screening systems used in the movie theatres by PerSo Film Festival conform to the Standard SMPTE o Interop-DCP.
- The DCP copy must be delivered on a CRU data port Disk Drive (HDD) with connection cables, power supply cord and adequate protection box/case.
- The DCP must be unencrypted (**KDM-free**).
- In order to get the best projection quality, both in terms of visual and sound experience, we suggest that each DCP goes through a proper Quality Control process before shipping. This should include checking video quality, HFR, HDR, HCG, image format, audio format and quality, on-screen subtitles, interoperability and compliance to the standards SMPRE or Interop-DCP specifications, the integrity and compatibility of CRU HDD, files and asset integrity, etc.
- It is required to burn subtitles into the film (hardcoded). If, instead, these will be included as embedded files inside the DCP's XML file or the DCP Supplemental Package, it is the responsibility of the presenters to assure that they are synchronised frame by frame for the entire duration of the film and set in the proper active area of the projection format's video. The XML file must respect either the DCP-SMPTE standard or the Interop-DCP specifications. We wish to remind everyone to contact the Technical Department before submitting your copy for those films that require double subtitles.

High-definition video files

- In order to assure a good quality public projection, the video files must be of the highest quality available. The following requirements are highly recommended:
 - Minimum resolution acceptable: Full HD (1920 x 1080) / Suggested: 2K / Maximum resolution acceptable: 4K;
 - codec video: Apple ProRes 422HQ or Apple ProRes 444 / H264 (Minimum bitrate 20Mbps);
 - container video: .mov / .mp4;
 - audio: possibly uncompressed .wav format, 24bit – 48khz. Channels: see the “audio” paragraph below.
- We require the presenters, willing to send us a video file, to inform us promptly about the format and the codec chosen, as well as the web service or shipping method (courier or postal service) they want to use to submit their works.
- As above stated, it is required to burn subtitles into the film (hardcoded). We wish to remind everyone to contact the Technical Department of PerSo before submitting your copy for those films that require double subtitles.
- The work sent through file must be subjected to a prior, extensive Quality Control from the presenter.

Blu-ray disc

- The Regional Code of the Blu-ray Disk must be “B/2” (Europe) or “0”.
- Subtitles follow the same provisions of the DCP and High-definition video files (look above).
- Each Blu-ray disk must be subjected to a prior, extensive Quality Control from the presenter.

Audio

- All the PerSo Film Festival movie theatres are equipped with 5.1 surround sound. Therefore, for the selected films, it is recommended to send an audio mix that attains to this audio configuration. If the 5.1 is not available, LCR or Stereo mix can be reproduced too.

Quality Tests

- Every DCP, video files or Blu-ray will undergo some technical tests at the movie theatres of PerSo Film Festival. These tests do not substitute in any way the quality control tests above requested.
- Should the PerSo Film Festival technical department notice any problems, they will immediately contact the presenters, which are then obliged to send us a new copy, at their expenses, and in a timely manner. The new copies are to be submitted by, and no later than, the 11th of September 2017.

