

# 2016 Chicago Palestine Film Festival TERMS AND GUIDELINES

Please read carefully before submitting your work and note the following important guidelines:

**Deadline:** Submissions for the following year's festival must reach us no later than **November 14<sup>th</sup>, 2015**. The submissions process will close on **November 14<sup>th</sup>, 2015**. If you are unable to meet this deadline please email [film2@palestinefilmfest.com](mailto:film2@palestinefilmfest.com) & [entry@palestinefilmfest.com](mailto:entry@palestinefilmfest.com) for assistance. Late entries will be evaluated on a case-by-case basis.

**Material:** In order to be considered, applicants MUST submit all of the required materials: Entry Form with all required information and online film link, film stills, and DVD screeners. Incomplete submissions *will not* be considered for the festival. Please be sure to complete all three of the following steps:

## 1. SUBMIT THE ONLINE ENTRY FORM:

Go to the [Entry Form](#) and fill it out in its entirety. Please note that you MUST include a link to share a completed electronic version of your film. Vimeo or DropBox are recommended, but any program that will grant file-sharing access will be permissible. Feel free to contact us at [film2@palestinefilmfest.com](mailto:film2@palestinefilmfest.com) & [entry@palestinefilmfest.com](mailto:entry@palestinefilmfest.com) if you have any questions or need technical assistance.

## 2. EMAIL PROMOTIONAL FILM IMAGES:

You must submit 2-5 high-resolution promotional images for your film (stills as tiff or jpeg). If you are unable to provide links to download the images in the Entry Form, please send them via email to [film2@palestinefilmfest.com](mailto:film2@palestinefilmfest.com) & [entry@palestinefilmfest.com](mailto:entry@palestinefilmfest.com).

## 3. MAIL 2 DVD SCREENER COPIES OF THE FILM:

Two DVD screeners of the film are required and non-returnable. Please send the DVDs to the following address:

CPFF Film Procurement  
c/o Sue Matarieh  
PO BOX 847  
Tinley Park, IL 60477-0847

Unless otherwise agreed, submissions imply acceptance of the following terms:

I. All DVDs submitted to the CPFF are non-returnable and will remain stored in the CPFF's film and video archive (without prejudicing any artists' or distributors' rights). To expedite the publicity process, please be advised that we reserve the right to duplicate the film strictly for press review and promotional purposes.

II. Submission expenses will not be met by the CPFF. There is no submission fee. There is also no compensation paid to selected films. Any compensation or reimbursement to filmmakers is solely at the discretion of the CPFF.

III. Failure to notify CPFF of any login and/or password changes for electronic link submissions **will immediately disqualify your film from the film festival**. All logins and passwords changes should be sent to [film2@palestinefilmfest.com](mailto:film2@palestinefilmfest.com) & [entry@palestinefilmfest.com](mailto:entry@palestinefilmfest.com).

IV. If your film is selected for screening, an exhibition-quality copy of the film will be requested. We do not consider DVD an exhibition format. Acceptable film formats include PAL or NTSC (if PAL, please indicate on tape) versions of the following: Film: 35mm; 16mm or Digital: HDcam 1080i and 30i; Digibeta; Beta SP; DV-CAM; Mini-DV, DCP and ProRes file

**Please allow proper time for international shipments.**

Acceptance/rejection notifications will be issued via email by **February 15, 2016**.

If any of the guidelines or terms listed above are unclear, it is important you contact the CPFF prior to submitting your film at [film2@palestinefilmfest.com](mailto:film2@palestinefilmfest.com) & [entry@palestinefilmfest.com](mailto:entry@palestinefilmfest.com).