



BRITISH ACADEMY TELEVISION CRAFT AWARDS

17 May 2009

Important – Please Read

Part of BAFTA's remit is to promote excellence to as large an audience as possible. In order to fulfil this, the Academy intends to make clips of the nominated programmes in the British Academy Television Craft Awards available to the public on the BAFTA website, www.bafta.org.

By entering your programme for consideration, you are consenting to any clips (including any accompanying soundtrack synch'ed in the clips) to be made available on the BAFTA website for non-commercial purposes in the context of the Awards for one year from 17 May 2009.

This is a very important step for us and the Academy thanks you for your support.

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BRITISH ACADEMY TELEVISION CRAFT AWARDS

Notes for Entrants

WHO CAN ENTER A PROGRAMME?

Entries can be submitted directly by broadcasters, producers and individuals. Individuals may enter a different episode of a series already entered by a broadcaster or production company. Programmes must have had their original transmission in the UK from 1 January – 31 December 2008. In the Interactive categories, entries may not be resubmitted from previous years unless the entry has been substantially reworked and contains new content.

HOW TO ENTER A PROGRAMME

When entering in each category, you must list the person(s) responsible for the specific episode being entered. For the avoidance of doubt, broadcasters may enter different episodes of the same series in different categories, but only one episode in each category. In the event of being shortlisted for jury consideration, only the episode submitted on this Entry Form will be considered. **Please note that the names submitted here will form the official nominations and cannot be subsequently altered.** A maximum of three names per category will be permitted with the exception of Sound which can extend to four names. **All entries must be made using the official BAFTA Entry Form.**

THE ENTRY FEE IS AS FOLLOWS:

0-5 entries	£55.00 + £8.25 VAT (£58.25 total) per entry
6-20 entries	£50.00 + £7.50 VAT (£57.50 total) per entry
21-50 entries	£45.00 + £6.75 VAT (£51.75 total) per entry
51-100 entries	£35.00 + £5.25 VAT (£40.25 total) per entry
101+ entries	£30.00 + £4.50 VAT (£34.50 total) per entry

VOTING

All entries will be grouped into categories and sent out to the Academy's Members for their vote. Once Academy Members have cast their vote, the shortlist of the highest-scoring titles will go to a selected jury. Broadcasters are permitted to make one further entry in each category before the final list is considered by the jury. Each jury comprises between 7–9 industry practitioners, with the majority of jurors being expert in the specific category. A member of the Television Committee chairs each jury. The jury selects both the nominations and overall winner.

If your programme is shortlisted for jury consideration, copies will be requested on DVD. DVDs must be of acceptable quality for viewing and be in the same form and content as originally broadcast minus commercial breaks. Programmes will only be accepted for jury consideration in DVD format. **In the event of being shortlisted, only the episode on which the named individuals have worked can be submitted.**

In the event of your programme being nominated for a BAFTA, you undertake to deliver to the Academy's production company, BAFTA Productions:

- Two programme clips of up to 30 seconds each – your preferred choice and an alternative (if you have more than one nomination, you undertake to supply different clips for each nomination) on HDCAM or Digital Betacam with a viewing copy on DVD with burnt-in timecode
- A completed BAFTA Productions licence which includes permission for use on the BAFTA website together with a warranty that the licensee is responsible for third party rights. The completed BAFTA Productions licence must be accompanied by copies of any necessary permissions and any costs paid

Rules and Regulations

1. The Board of BAFTA is the final judge of all rules and procedures.
2. The nominations will be announced at least four weeks before the Awards ceremony.
3. All individual nominees will receive a nomination certificate. Winners will receive a bronze BAFTA mask and a winner's certificate.
4. BAFTA reserves the right not to enter into correspondence with entrants on any subject.
5. To receive voting privileges you must be an Academy member. For information please call the Membership department on 020 7734 0022.
6. Correct entry information is the responsibility of the entrant. The Academy is not liable for errors in listings that are the result of incorrect information on the entry form.

Continued overleaf



BRITISH ACADEMY TELEVISION CRAFT AWARDS

Rules and Regulations (cont.)

7. The Academy cannot be held responsible for programmes being entered in the wrong categories.
8. The BAFTA mask may not be reproduced or used in any commercial manner unless otherwise agreed by BAFTA.
9. The BAFTA mask may not be sold or in any way passed on to any third party other than beneficiaries of the winners' estate (heirs). If the winner (or descendants/beneficiaries hereof) wish to part with the Mask, the Mask shall be returned to BAFTA and BAFTA shall pay £1 as good and valid consideration upon return of the mask.
10. In the event of loss or theft of the BAFTA mask, BAFTA should be notified immediately.
11. Any entry which does not comply with these conditions may be disqualified.

Rules and Guidelines for screeners and voting communication

There are a number of ways to make your entries available for Members to view and the Academy strongly supports the distribution of DVDs in support of programmes entered into the Awards.

The Academy places strict restrictions on what can be sent to its Members.

Broadcasters and producers are permitted to send:

- Invitations to screenings of programmes entered into the Awards
- Videos or DVDs of programmes entered
- Additional information about a programme must be limited to a four page booklet (including cover) per programme
- Soundtracks and screenplays where appropriate
- Sending reviews is prohibited

SCREENERS

The Academy will make its Membership list available through a third-party mailing house between 1 December 2008 and Thursday 15 January 2009. All mailing houses must sign a confidentiality agreement before the Membership list will be issued. Please contact Jim Bradshaw on either jimb@bafta.org or 020 7292 5833 who will issue these agreements.

All costs and postage associated with the mailing house must be borne by the broadcaster/producer. To use the Academy's mailing house Direct Works Ltd, contact Andy Quickenden-Smith on andy@direct-works.com or 01622 757 111.

COMMUNICATIONS

If you wish to invite Academy Members to a screening by email or to offer viewing copies, please contact Kelly Smith on kellys@bafta.org or 020 7292 5821 who will arrange for this to be included in an email newsletter from the Academy, which will list all of the screening opportunities available to the voting Members of the Academy.

Please note there will only be three opportunities to be included on these, so emails need to be with the Academy by the following dates:

Tuesday 9 December – to be sent on Thursday 11 December
Tuesday 16 December – to be sent on Thursday 18 December
Tuesday 6 January – to be sent on Thursday 8 January

- Please include venue, time, date of screenings
- Information about the programme must be limited to synopsis, cast and crew. No details of reviews, quotes, or awards won will be included
- Website links may be included
- Contact email addresses and/or phone numbers must be included for Members to request screeners and book seats at screenings directly
- The Academy will make the list of screenings and screeners available on the Members' Section of the BAFTA website

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BRITISH ACADEMY TELEVISION CRAFT AWARDS

Rules and Guidelines for screeners and voting communication (cont.)

BROCHURES AND OTHER MATERIALS

If you wish to send Members printed information about your entry, the following should be adhered to:

- Additional printed information must not exceed a single four-sided A4 document per entry. This document can be of any shape but must not exceed the pagination limit, which includes covers. Details of screenings (i.e. venue, time, date) may be listed and/or information about the entry. This may include synopses, cast and crew, 'for your consideration' listings which reflect the BAFTA categories, quotes and other nominations/awards received
- You may combine a number of entries within a booklet, the same limit of four sides of A4 per entry (including covers) applies. Covers may contain company details (contact numbers etc) but no details of the entries
- It is acceptable to send soundtracks. Retail versions may be sent if available but these must contain music written or licensed for the entry only. Soundtracks may also be provided online as downloads
- If you wish to send screenplays, Members must be contacted in advance and asked if they would like to receive a copy. Screenplays should generally be provided as downloads but hard copies may be sent
- 'Making Of' books are not permitted

BAFTA LOGOS

You may only use the BAFTA logo in print and broadcast once you have received a nomination. Logos and permission agreements will be provided by the Academy before the nominations are announced, for advance artwork preparation, but may only be used if the programme receives a nomination.

The Academy kindly invites broadcasters and producers to respect these rules and regulations. Any broadcasters or production companies abusing this facility will forfeit their right to access the Membership.



BRITISH ACADEMY TELEVISION CRAFT AWARDS

Categories

Distinction between Factual and Fiction in the drama genre is as follows: programmes whose drama content accounts for no more than 50% of the total and which very closely and accurately recreate specific historical events and identified individuals, should enter in the Factual categories (Director: Factual, Editing: Factual, Photography: Factual, Sound: Factual). Those which broadly represent historical events should enter in the Fiction categories.

BREAK-THROUGH TALENT

This Award is not a true 'Beginner's Award'. It is designed to recognise those whose talents have come to fruition between 1 January and 31 December 2008. An entry might comprise one piece of work, or a number of programmes, each of which must have been transmitted during 2008. This Award will pay tribute to emerging talent displayed throughout any part of the behind-the-camera production process – from development through to delivery and across all genres.

Previous winners: Lee Phillips (*How To Start Your Own Country*); Sharon Foster (*Shoot The Messenger*); Jezza Neumann (*China's Stolen Children – A Dispatches Special*).

COSTUME DESIGN

The programme should contain a significant amount of original design within its 2008 transmission period.

Previous winners include: Mike O'Neill (*Charles II: The Power and the Passion*); James Keast (*The Long Firm*); Andrea Galer (*Bleak House*); Amy Roberts (*The Virgin Queen*); Oliver Roberts (*Oliver Twist*)

DIRECTOR: FACTUAL

Previous winner: Jezza Neumann (*China's Stolen Children – A Dispatches Special*)

DIRECTOR: FICTION/ENTERTAINMENT

Previous winner: John Crowley (*Boy A*)

EDITING: FACTUAL

Previous winners include: Sean Mackenzie (*The Many Lives of Richard Attenborough – Arena*); Nick Fenton (*The Boy Whose Skin Fell Off*); Paul Binns (*The Year London Blew Up: 1974*); Dave King (*Rain In My Heart*); Folko Boermans (*Parallel Worlds, Parallel Lives*)

EDITING: FICTION/ENTERTAINMENT

Previous winners include: Mark Day (*State of Play*); Mark Day (*Sex Traffic*); Paul Knight (*Bleak House*); Melanie Oliver (*Longford*); Lucia Zucchetti (*Boy A*)

INTERACTIVE CREATIVE CONTRIBUTION

Awarded to an individual or creative team working in the area of interactive media development. They must have demonstrated excellence in their work during the last year on projects that are interactive, entertaining and focussed on video-based moving images and/or rich media. The Award is to recognise the creative individuals behind ground-breaking new media productions, from programmers to writers to designers or any aspect of Production.

Previous winner: Chloe Moss, Holly Hughes, Max Gogarty (*Skins*)

INTERACTIVE INNOVATION – SERVICE/PLATFORM

Awarded for excellence and innovation in interactive services, platforms and other infrastructures containing moving picture-related digital content. This may be a web-based social network focussed on moving-image content or a new approach to video delivery.

Previous winner: Tony Ageh, Anthony Rose, Ian Hunter (*BBCiPlayer*)

MAKE UP & HAIR DESIGN

The programme should contain a significant amount of original design within its 2008 transmission period.

Previous winners include: Lisa Cavalli-Green (*Little Britain*); Caroline Noble (*Sex Traffic*); Vanessa White and Neill Gorton (*Help*); Anne 'Nosh' Oldham (*Jane Eyre*); Morna Ferguson, Lorraine Glynn (*My Boy Jack*).

ORIGINAL TELEVISION MUSIC

The programme should contain a significant amount of original music. Music accompanying opening and closing credits will be considered, in addition to complete scores. If the programme is shortlisted, then along with a DVD, cue sheets will also be required.

Previous winners include: Nicholas Hooper (*The Young Visitors*); Jonathan Goldsmith (*Sex Traffic*); Rob Lane (*Elizabeth I*); Nicholas Hooper (*Prime Suspect: The Final Act*); Adrian Johnston (*Capturing Mary*).

PHOTOGRAPHY: FACTUAL

The programme should consist mainly of material shot specifically for the programme.

Previous winners include: Peter Greenhalgh (*Ancient Egyptians: The Battle of Megiddo*); Fred Fabre and John Halliday (*Venice: Death*); Paul Otter (*Tsunami: 7 Hours on Boxing Day*); Tim Cragg (*Simon Schama's Power Of Art*); Wayne Derrick (*Tribe*).

PHOTOGRAPHY & LIGHTING: FICTION/ENTERTAINMENT

Previous winners include: Ryszard Lenczewski (*Charles II: The Power and the Passion*); Chris Seager (*Sex Traffic*); Chris Seager (*The Girl In The Café*); David Katznelson (*Shoot The Messenger*); Rob Hardy (*Boy A*).



BRITISH ACADEMY TELEVISION CRAFT AWARDS

PRODUCTION DESIGN

The programme should contain a significant amount of original design within its 2008 transmission period. In the event of the programme being short-listed, a supporting statement will be requested to highlight the original work in any continuing series.

Previous winners include: John-Paul Kelly (*The Lost Prince*); Candida Otton (*Sex Traffic*); Simon Elliot (*Bleak House*); Bill Laslett (*An Audience With Take That... Live!*); Donal Woods (*Cranford*).

SOUND: FACTUAL

Previous winners include: Trevor Hotz, Paul Parsons, Graham Haines (*Operatunity*); Andy Rose, Tony Meering, Ben Baird (*The Genius Of Mozart*); Ben Baird, Gregor Lyon, Brian Howell (*Tsunami: 7 Hours on Boxing Day*); Peter Baldock, Tim White, Cliff Jones (*9/11: The Twin Towers*); Paul Paragon, Mike Hatch, Ben Baird (*War Oratorio*).

SOUND: FICTION/ENTERTAINMENT

Previous winners include: Simon Okin, Stuart Hilliker, Jamie McPhee, Pat Boxshall (*State of Play*); The Sound Team (*Sex Traffic*); The Sound Team (*Colditz*); The Sound Team (*Tsunami: The Aftermath*); Paul Hamblin, Graham Headicar, Andrew Schmidt, Peter Brill (*Cranford*).

TITLES

This Award is to recognise originality and excellence in graphic design within the title sequence of a programme. Excludes interstitials and idents.

Previous winners: Mick Connaire (*Life In The Undergrowth*); Mark Walters, Chris Grubb, Louise Braham (*Match Of The Day FIFA World Cup 2006*); Tal Rosner (*Skins*).

VISUAL EFFECTS

This is for post-production visual effects only, and includes CGI.

Previous winners include: Max Tyrie, Tim Greenwood, Jez Gibson Harris, Jamie Campbell (*Sea Monsters – A Walking With Dinosaurs Trilogy*); Red Vision (*Battlefield Britain – Boudicca*); Mike Tucker, Gareth Edwards, Red Vision (*Hiroshima*); Simon Thomas, Oliver Money (*Terry Pratchett's Hogfather*); Jellyfish Pictures (*Fight For Life*).

WRITER

Entries can be cross-genre from Factual, Drama, Comedy and Entertainment.

Previous winners: Peter Kosminsky (*The Government Inspector*); Peter Morgan (*Longford*); Steven Moffat (*Doctor Who - Blink*).



BRITISH ACADEMY TELEVISION CRAFT AWARDS

Entry Form Page 1 of 2: Programme Details

Please complete both pages of this form using BLOCK CAPITALS

ENTRY CRITERIA: All programmes entered must have been transmitted between 1 January and 31 December 2008

CLOSING DATE FOR ALL ENTRIES: Wednesday 17 December 2008

PROGRAMME DETAILS

Programme Category	<input type="text"/>
Programme Title	<input type="text"/>
Episode <small>(one must be chosen in the case of series and serials)</small>	<input type="text"/>
Duration (in minutes)	<input type="text"/>
Date of first transmission	<input type="text"/>
Broadcasting channel	<input type="text"/>

PRODUCTION CREDITS

You should list the people responsible for the programme entered. **If you are entering a series or serial, you must choose one episode from the series and then state the names relevant to that episode.** Please indicate name and job title in each case. Alternatively the production team as a whole can be nominated.

Please note that in the event of a nomination, the names submitted on this entry form will become the official nominations and cannot be subsequently altered.

CRAFT PERSON DETAILS

Craft Person	<input type="text"/>	
Contact Telephone No	<input type="text"/>	Contact Email <input type="text"/>
Craft Person	<input type="text"/>	
Contact Telephone No	<input type="text"/>	Contact Email <input type="text"/>
Craft Person	<input type="text"/>	
Contact Telephone No	<input type="text"/>	Contact Email <input type="text"/>

PRODUCTION COMPANY DETAILS

Company Name	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
Email	<input type="text"/>
Telephone	<input type="text"/>
Contact Name	<input type="text"/>

ENTRY CONTACT DETAILS

Entry submitted by	<input type="text"/>	
Company name	<input type="text"/>	
Contact telephone number	<input type="text"/>	Contact email <input type="text"/>

PLEASE RETURN TO: Lisa Prime – Awards Officer, BAFTA, 195 Piccadilly, London W1J 9LN or email lisap@bafta.org

CLOSING DATE FOR ALL ENTRIES: Wednesday 17 December 2008



BRITISH ACADEMY TELEVISION CRAFT AWARDS

Production Categories Entry Form - Page 2 of 2: Payment Details

Please complete both pages of this form using BLOCK CAPITALS

ENTRY FEE*

0-5 entries £55.00 + £8.25 VAT = £58.25 per entry
6-20 entries £50.00 + £7.50 VAT = £57.50 per entry
21-50 entries £45.00 + £6.75 VAT = £51.75 per entry
51-100 entries £35.00 + £5.25 VAT = £40.25 per entry
101+ entries £30.00 + £4.50 VAT = £34.50 per entry

Cost is for each category entered by each programme, e.g. if a programme is entered into Costume Design, Production Design and Music, this amounts to three entries and the cost would be £165+VAT. If three separate programmes are entered into Costume Design, this still counts as three entries and the cost would again be £165+VAT.

PAYMENT METHOD (Please select one)

Credit Card

Cheque

Please invoice me

CREDIT CARD DETAILS

Card Type Visa Mastercard Solo Maestro

Credit Card Number / / /

Valid From / Expires End / Issue number

Security Code *The last three digits on the signature strip on the reverse of your card*

Please debit my card in pounds sterling £

CARDHOLDER CONTACT DETAILS

Name

Email

Address

Town/City

County Postcode

Cardholder Signature

Date

CHEQUE DETAILS

I enclose a cheque in pounds sterling for £ Cheques payable to BAFTA

INVOICE DETAILS

Your PO no:

Your ref no:

DECLARATION

I have read, understood and agree to abide by the terms & conditions of the British Academy of Film and Television Arts.

Signature

Date

PLEASE RETURN TO: Lisa Prime – Awards Officer, BAFTA, 195 Piccadilly, London W1J 9LN or email lisap@bafta.org

CLOSING DATES FOR ALL ENTRIES: Wednesday 17 December

Office Use Only

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VAT Reg No: 653 3113 65

**If you wish to submit an entry but cannot pay the entry fee, you should explain your circumstances in writing to the British Academy Television Committee, who may reduce or waive the fee if appropriate.*