



BRITISH ACADEMY TELEVISION AWARDS

26 April 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 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 26 April 2009.

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

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BRITISH ACADEMY TELEVISION AWARDS

Notes for Entrants for Production Categories

1. Programmes must have had their original transmission in the UK from 1 January – 31 December 2008 on terrestrial, cable, satellite or digital channels.
2. Programmes may be regional or networked.
3. Programmes can be considered for one category only.
4. With the exception of the International category, international television productions are ineligible in all categories, unless they are co-productions (both financially and creatively).
5. No programme previously entered in BAFTA's Children's or Film Awards is eligible for the Television Awards.
6. **Entry deadline: Wednesday 17 December 2008**
7. Cost of entries: £235 (+ VAT). There is no charge for the performance categories.
8. 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, which specialises in that specific category. Each jury will comprise between 7-9 industry practitioners across a range of broadcasters and independent companies and will be chaired by a member of the BAFTA Television committee. The jury selects both the nominations and winner.
9. If your programme is short-listed for jury consideration, copies of the programme will be requested on DVD. These must be of acceptable quality for viewing and be in the same form and content as originally broadcast, minus commercial breaks. **It is at this stage that you will be asked to confirm the nominees.**
10. You must list up to **four** people who have made the greatest creative contribution to the programme entered. **There should be careful consideration made when putting forward these names as changes cannot be made once the nominations are announced.** Failure to submit the four potential nominees' names will make the entry invalid.
11. If you are entering a series or serial, you must choose one episode from the series. In the event of selection by the jury, the names submitted must pertain to that specific episode and will go on to form the official nominations.
12. Up to four masks and four certificates for both nominees and winners will be issued.
13. 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; you also undertake to deliver a completed BAFTA Productions licence which includes permission for 2 BBC transmissions, use on the BBCiPlayer and for permission for use on BAFTA's 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 permission 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.
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.



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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

Continued overleaf



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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 AWARDS

Production Categories

Entries for the production categories can be submitted directly by producers (both broadcasters and independent companies) at a cost of £235 + VAT per entry. (Performance entries are free of charge and can be submitted by the performers themselves, by industry individuals, production companies, broadcasters, BAFTA Members etc)

SINGLE DRAMA

- This should be **a single, self-contained drama** – minimum length 30 minutes. When part of a strand, the umbrella title should also be listed.

- In the event of being short-listed, a DVD of the complete drama must be submitted.

Previous winners include: *The Deal, Omagh, The Government Inspector, Housewife, 49 and Mark of Cain.*

DRAMA SERIES

- A drama of more than one episode **where stand-alone story lines conclude within each episode**, but in which the main characters and context continue throughout the series.

- Only one episode of a series may be entered.

Previous winners include: *Spooks, Buried, Shameless, Doctor Who and The Street.*

DRAMA SERIAL

- A drama of more than one episode **where the story and characters develop throughout the series**, rather than concluding at the end of each episode.

- Only one episode of a serial may be entered.

Previous winners include: *Charles II, Sex Traffic, Bleak House, See No Evil: The Moors Murders and Britz.*

CONTINUING DRAMA

- A drama transmitted for **a minimum of 20 episodes** throughout the year.

- Only a single episode of no more than an hour's duration may be entered, **this excludes specials, as the episode selected must be fully representative of the series.**

Previous winners include: *EastEnders, Coronation Street, Emmerdale, Casualty and Holby City.*

INTERNATIONAL

- This is for a single programme or series acquired from the international marketplace, covering all genres.

- Only a single episode may be entered.

Previous winners: *Entourage and Heroes.*

FACTUAL SERIES

- More than one factual programme linked through a unified approach, narrative or the thematic development of a subject matter.

- Includes 'reality' programmes where the formatting consists **ONLY** of setting up an initial situation, which is then observed unfolding **without further intervention** such as *The Family*.

- Excludes 'reality' programmes which employ further rules, intervention and/or which introduce challenges, such as *The Apprentice* or *Hell's Kitchen*, which should be entered in the Features category.

- Excludes strands such as *Cutting Edge* or *One Life* (individual episodes of strands can be entered for the Single Documentary award).

- Excludes Arts, History, Natural History and Science series which are eligible in the Specialist Factual category.

- Only one episode of a series may be entered.

Previous winners include: *The National Trust, The Power of Nightmares, Jamie's School Dinners, Ross Kemp on Gangs and The Tower: A Tale of Two Cities.*

SPECIALIST FACTUAL

- Specifically for **Arts, Religion, History, Natural History & Science** programmes or series and includes both factual and performance programmes.

- Excludes entire strands such as *The South Bank Show* or *Horizon* but includes individual programmes from those strands

- 'Factual drama' is only admissible when the drama content very closely and accurately recreates specific historical events and identified individuals.

- Dramas that are presented as "factual" on the basis they broadly represent historical events should be entered in the drama categories.

- Only one episode of a series may be entered.

Previous winners include: *Dunkirk, Holocaust: A Music Memorial Film from Auschwitz, Nuremberg: Goering's Last Stand and Andrew Marr's A History of Modern Britain.*

SINGLE DOCUMENTARY

- For one-off documentaries only.

- Includes individual episodes of factual or documentary strands (such as *Cutting Edge* or *One Life*)

- Excludes individual episodes of documentary series (such as *Paul Merton's China*) – these should be entered under the Factual Series category.

- In the event of being shortlisted, a DVD of the complete programme must be submitted.

Previous winners include: *Lager, Mum & Me, The Orphans of Nkandla, Make Me Normal, Evicted and Lie of the Land.*



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FEATURES

- Includes Factual programmes not included in any other categories – includes cookery, gardening, lifestyle, studio discussions and factual entertainment programmes.
 - Includes 'reality' programmes in which the formatting is present in the body of the programme through the application of particular rules, or the introduction of challenges such as *The Apprentice* or *Ramsay's Kitchen Nightmares*.
 - Excludes 'reality' programmes in which the formatting consists ONLY of setting up an initial situation which is then observed unfolding without further intervention, such as *The Family* which would be eligible in the Factual Series category.
 - Excludes overall strands.
 - **Only one episode of a series may be entered and it must be a true representation of the series.**
- Previous winners include:** *Naked Chef, Faking It, Wife Swap, The Apprentice* and *Ramsay's Kitchen Nightmares*.

CURRENT AFFAIRS

- For single films, or films from a strand that are primarily concerned with unfolding current affairs.
 - The winner will demonstrate a commitment to original journalism of the highest order and will aim to provide revelation, fresh insight and analysis. It will have moved on the agenda and debate.
 - It will promote new understanding through analysis or reportage, and will be representative of journalism that makes a difference.
 - It may or may not have an on-screen reporter.
- Previous winners include:** *The Secret Policeman, Death In Gaza* and *China's Stolen Children – A Dispatches Special*.

NEWS COVERAGE

- **Coverage of an individual news programme in its entirety.**
 - In the case of 24-hour news channels, the broadcaster is permitted to submit news programming of up to one hour's duration, running continuously without any internal editing.
 - In the event of being short-listed, a DVD containing news coverage of one hour only is permitted.
- Previous winners include:** *Fall of Saddam, Ten O'Clock News: Madrid Bombing, BBC Ten O'Clock News – 7th July 2005 – London Bombs, Granada Reports: Morecambe Bay* and *Sky News – Glasgow Airport Attacks*.

SPORT

- Coverage of a **sports programme as transmitted** can include sports highlights programmes, such as *Match of the Day* and *Today At Wimbledon*.
 - In the event of being short-listed, one hour only is permitted.
- Previous winners include:** *Rugby World Cup, Olympics 2004 (Matthew Pinsent's Rowing For Gold), The Ashes: England V Australia, F1: Hungarian Grand Prix – Jenson Button's First Win* and *ITV F1: Canadian Grand Prix Live*.

INTERACTIVITY

- For the best use of interactivity and new media
 - Awarded for excellence and innovation, offering users an interactive experience.
 - It could be related to a TV programme or be an online or mobile drama or any interactive offering incorporating use of the moving image.
 - It is open to any form of interactive media, including: web, mobile, IPTV, red button or any cross-platform combination.
 - **The emphasis should be on creativity and user engagement through the moving image/rich media.**
- Previous winners include:** *Coast, Terry Pratchett's Hogfather* and *Spooks Interactive*.

ENTERTAINMENT PROGRAMME

- **Includes general entertainment programmes, variety shows, game shows, quizzes, panel games and celebrity chat shows.**
 - Only one episode may be entered.
- Previous winners include:** *So Graham Norton, Pop Idol, I'm A Celebrity Get Me Out of Here, The X Factor* and *Harry Hill's TV Burp*.

COMEDY PROGRAMME

- **Includes stand-up comedy and sketch programmes.**
 - Based upon a single episode.
 - In the event of being short-listed, a DVD containing one episode only is permitted.
- Previous winners include:** *Alistair McGowan's Big Impression, Little Britain, Help, That Mitchell & Webb Look* and *Fonejacker*.

SITUATION COMEDY

- Only one episode may be entered.
- Previous winners include:** *Black Books, The Office, The Thick of It, The Royle Family: The Queen of Sheba* and *Peep Show*.



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Performance Categories

Please note the performance categories do not incur any entry fees – they are free of charge. (Performance entries are free of charge and can be submitted by the performers themselves, by industry individuals, production companies, broadcasters, BAFTA Members etc)

ACTRESS

Previous winners include:

Julie Walters (*The Wife Of Bath*)
Anamaria Marinca (*Sex Traffic*)
Anna Maxwell Martin (*Bleak House*)
Victoria Wood (*Housewife, 49*)
Eileen Atkins (*Cranford*)

ACTOR

Previous winners include:

Albert Finney (*The Gathering Storm*)
Rhys Ifan (*Not Only But Always*)
Mark Rylance (*The Government Inspector*)
Jim Broadbent (*Longford*)
Andrew Garfield (*Boy A*)

ENTERTAINMENT PERFORMANCE

Previous winners include:

Graham Norton (*So Graham Norton*)
Paul Merton (*Have I Got News For You*)
Jonathan Ross (*Friday Night With Jonathan Ross*)
Paul O'Grady (*The Paul O'Grady Show*)
Harry Hill (*Harry Hill's TV Burp*)

COMEDY PERFORMANCE

Previous winners include:

Sacha Baron Cohen (*Da Ali G Show*)
Ricky Gervais (*The Office, Extras*)
Chris Langham (*The Thick Of It*)
Matt Lucas and David Walliams (*Little Britain*)
James Corden (*Gavin and Stacey*)



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Performance Categories Entry Form

Nominations for the Performance categories for The British Academy Television Awards can be entered directly by producers, broadcasters, independent companies, BAFTA Members and **the performers themselves**.

All Performance category entries are FREE OF CHARGE.

CLOSING DATE FOR ALL PERFORMANCE ENTRIES: Wednesday 7 January 2009

ACTOR

Performer	Programme	Channel	Tx Date

ACTRESS

Performer	Programme	Channel	Tx Date

ENTERTAINMENT PERFORMANCE

Performer	Programme	Channel	Tx Date

COMEDY PERFORMANCE

Performer	Programme	Channel	Tx Date



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Production Categories 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 PRODUCTION ENTRIES: Wednesday 17 December 2008

PROGRAMME DETAILS

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

PRODUCTION CREDITS

You do not need to list names at this stage; however, if entering a series or serial, you must choose **one episode**.

50 WORD SYNOPSIS

This should be a description of the programme you are entering. The aim of the synopsis is to merely serve as a reminder for the voters. **Details of prizes won, ratings achieved etc must not be included.**

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

PLEASE RETURN TO: Kelly Smith – Awards Officer, BAFTA, 195 Piccadilly, London W1J 9LN or email kellys@bafta.org

CLOSING DATE FOR ALL PRODUCTION ENTRIES: Wednesday 17 December 2008



BRITISH ACADEMY TELEVISION AWARDS

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

Please complete both pages of this form using BLOCK CAPITALS

ENTRY FEE: £235.00 + £35.25 VAT per entry (£270.25 total)

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: Kelly Smith – Awards Officer, BAFTA, 195 Piccadilly, London W1J 9LN or email kellys@bafta.org

CLOSING DATES FOR ALL ENTRIES: **Wednesday 17 December 2008 for Production entries**
Wednesday 7 January 2009 for Performance entries

Office Use Only **TV / ENT / 09 /**

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