



## NOTE FOR FIRST-TIME ENTRANTS

### ENTRY

There are two stages to entry:

1. Submission of the online entry form at:  
<http://www.bafta.org/awards/film/entering-a-film,131,BA.html>
2. Submission of the Screen Credits form and supporting material

All entrants:

- i. A .pdf, excel or word document including the film's confirmed final opening and closing credits as they appear on the exhibited print of the film
- ii. A .pdf, .jpeg or other image of the film's final poster credit block

Plus, in some cases:

- iii. A music cue sheet if the film is entered for Original Music
- iv. A Special Visual Effects statement (optional)
- v. A press kit/production notes and DVD screeners for entrants in Outstanding Debut

All films must be entered in all eligible categories (i.e. a film cannot be entered just for Film Not in the English Language or Outstanding Debut). See p4 of the Rule Book for exceptions.

The deadline for entry and receipt of all the above materials is Thursday 17 November

### VOTING AND JURIES

The Longlist, Nominations and Winners in most categories are voted for by the Academy's Film Voting Members over three rounds of voting.

There are almost 6500 voting members. The members are split into smaller sub-groups ('Chapters') of a minimum of 80 specialists (e.g. Cinematography, Editing).

- In Round One, all members vote to reduce the Entered Films List (c. 200 films) to a Longlist of 15 in each category.
- In Round Two, all members vote to reduce the Longlist to five Nominations in each category.<sup>1</sup>
- In Round Three, all members (or the specialist Chapter in most categories) votes for the Winner.

Exceptions to this are:

- Outstanding Debut (jury only)
- Film Not in the English Language, Outstanding British Film and Documentary (just the Chapter vote for the Nominations, all members vote for the Winner in these categories)

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<sup>1</sup> Five films are longlisted, and three nominated in Animated Film and Documentary

## **WAYS FOR MEMBERS TO SEE YOUR FILM**

The Academy aims to screen a broad selection of eligible films at its headquarters in Piccadilly throughout the year. In addition, BAFTA members are able to see films for free in our partner cinema chains (Cineworld, Odeon and Vue) Mondays to Thursdays.

As it is not possible for BAFTA to screen all films released within the awards year, entrants are encouraged to allow Film Voting Members free access to eligible films at additional outside screenings or while the film is on general release.

The Academy does not send DVD screeners of films to its voting members, but it is permissible for entrants to do this themselves. Screeners can be sent to the whole membership or to a smaller selection. This could be UK- or US-based members only, or a random sample of a certain number, provided by BAFTA.

Entrants cannot target a specific Chapter, except the Film Not in the English Language, British Film and Documentary Chapters, as the Nominations in these categories are voted for just by these groups. These lists are available on request, but can only be used for mailing of films eligible in these categories.

It is not compulsory for an entrant to 'campaign' for their film by offering additional screenings or sending DVD screeners to voters.

### **Online Viewing**

Films entered in the Outstanding British Film, Documentary and Film Not in the English Language categories may be made available to voters via the BAFTA Online Viewing Portal. A separate information sheet about this is available – please contact Deena Wallace (see below).

### **FURTHER INFORMATION**

Make sure you have read the Rule Book before completing your Online Entry Form and Screen Credits Form.

You might also find the information sheet 'Contacting BAFTA Members' useful in planning your campaign.

You can download all these documents from <http://www.bafta.org/awards/film/eligibility-and-rules,64,BA.html>

### **CONTACTS**

For more information regarding Film Awards rules, entries and campaigning guidelines, please contact Deena Wallace, Head of Film, E: [deenaw@bafta.org](mailto:deenaw@bafta.org), T: 020 7292 5857

For more information regarding contacting members please contact Jim Bradshaw, Membership & Branch Coordinator, E: [jimb@bafta.org](mailto:jimb@bafta.org), T: 020 7292 5833