

Orange British Academy Film Awards

Rules 2009 – 2010



British Academy of Film and Television Arts

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PLEASE NOTE THAT FULL RULES AND GUIDELINES, INCLUDING VOTING, CHAPTER AND JURY PROCEDURES AND GUIDELINES FOR DISTRIBUTORS WILL BE PUBLISHED IN SEPTEMBER

BRITISH ACADEMY FILM AWARDS

INTRODUCTION

The British Academy Film Awards are presented annually to recognise, honour and reward individuals for outstanding achievement in feature films released theatrically in the UK within the awards year.

The Academy also honours individuals with awards in recognition of their contribution to the film industry. These awards are in the gift of the Academy: they are approved by the Film Committee and ratified by the Board of Trustees.

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The Academy may, at its discretion, choose not to present any of the above awards at the Film Awards ceremony.

NOMINATIONS AND WINNERS

- The nominations for each category will always be listed in alphabetical order;
- The winners press release is the definitive source of award winners information;
- All individual named nominees will receive a certificate of nomination;
- All individuals named as award winners will receive a BAFTA Award and a winner's certificate;
- The Award may not be reproduced or used in any commercial manner unless prior permission has been obtained from BAFTA;
- The Academy does not issue replicas of the Award;
- The BAFTA Award remains the property of the British Academy of Film and Television Arts, to remain in the care of the recipient or his/her descendants. Should the Award leave the care of the recipient or his/her descendants, the Academy reserves the right to purchase the mask back for a fee of £1. The Award must not be sold on to any third party.

ELIGIBILITY

Films must be released theatrically in the UK, within the Academy awards year: 1 January to 31 December 2009.

Films that open between 1 January and 19 February 2010 inclusive may be 'qualified' by Distributors by being screened to Academy Film Voting Members by Thursday 17 December 2009.

To be eligible, a feature film must:

- be feature-length, i.e. with a running time exceeding 60 minutes;
- receive its first public exhibition or distribution in the UK as a theatrical release;
- be exhibited publicly to a paying audience within a commercial cinema in the UK for no fewer than seven consecutive days.

Any release pattern which falls outside of this definition will not normally be eligible. Please contact us if you are unsure.

Films from all countries are eligible in all categories, with the exception of Outstanding British Film, Outstanding Debut, Short Film and Short Animation which are for British films only.

All films will automatically be listed in all eligible categories, with the following exceptions:

- Documentary films will not automatically be included in the eligible lists for Make Up & Hair, Costume Design, Production Design or Special Visual Effects;
- Animated films will not automatically be included in the eligible lists for Make Up & Hair, Costume Design or Special Visual Effects;
- Distributors/producers have the option to request that documentary and animated films are listed in these categories.

Please see separate entry criteria for Short Film and Short Animation (pages 7 and 8) and for Outstanding Debut (pages 6 and 7).

All decisions made by the Academy are final.

Film Awards or Television and Television Craft Awards

An entry can only be made either to the Film Awards or to the Television and/or Television Craft Awards.

If an entry receives its first exhibition as a public, paid-entry cinema screening then it should be entered for the Film Awards. If an entry receives its first exhibition as a TV broadcast then it should be entered for the Television and/or Television Craft Awards.

If an entry is simultaneously released into cinemas and on television, then it will be eligible for either the Television and/or Television Craft Awards or the Film Awards, but not both.

For the Film Awards, there is a further specification that a film should be over 60 minutes long and have a theatrical run of at least seven consecutive days.

If an entry of over 60 minutes has a theatrical release of fewer than seven consecutive days before its television broadcast, then it will be eligible for the Television and/or Television Craft Awards, but not for the Film Awards.

For the Short Film and Short Animation categories in the Film Awards, where the minimum theatrical run is not applicable, the principle of first exhibition determining the appropriate ceremony still holds. If the entry first has a public, paid cinema screening and/or a film festival screening it will be eligible for the Film Awards. Otherwise it will be eligible for the Television / Television Craft / Children's Awards.

Film Awards or Children's Awards

Feature films can be entered into both the Children's Awards and the Film Awards.

FILM ENTRY AND SCREEN CREDITS FORM

- Films must be entered for consideration by the film's Distributor or Producer, or by an Academy Film Voting Member. Films must be entered online via www.bafta.org. Once an Entry Form has been submitted, the film's Distributor will be asked to complete a Screen Credits Form. Alternatively, the film's Producer may complete the Screen Credits Form;
- On-screen credits are used to determine eligibility in all categories. Official Screen Credits Forms are available online from www.bafta.org. They must be completed in full and be received by BAFTA by email no later than Thursday 19 November 2009, accompanied by the film's final opening and closing credit roll and the poster credit block. Any Screen Credits Forms received after this deadline will not be accepted. If the Distributor does not complete a form, BAFTA cannot guarantee the accuracy of credits listed for voting;
- Entry for the following awards requires completion of a separate entry form: Outstanding Debut, Short Film and Short Animation. These are available from Deena Manley and Nick Williams at BAFTA and via www.bafta.org;
- If an entered film is withdrawn after the final Entered Films List is issued to members and voting begins then it cannot be entered in any subsequent year, even if its release date has changed.

AWARD CATEGORIES

1. FELLOWSHIP

This award is in the gift of the Academy's Film Committee. The Fellowship is the highest accolade the Academy can bestow. It is presented to an individual with a substantial body of work in recognition of an outstanding and exceptional contribution to film.

2. OUTSTANDING BRITISH CONTRIBUTION TO CINEMA

This award is in the gift of the Academy's Film Committee. Its primary purpose is to honour the talents of individuals from the industry whose achievements are not usually recognised in other award categories.

3. OUTSTANDING BRITISH FILM

This award was created to recognise initiative and endeavour in British film, aiming to reward outstanding and original British filmmaking which shows exceptional creativity and innovation. The nominees and winner of this award are decided by a combination of membership Round One vote, Film Committee discussion and jury.

- Director(s), Writer(s) and a maximum of three Producers are eligible;
- To be eligible, a film must have significant British creative involvement and be certified as British under one of the UK Film Council's three definitions (<http://www.ukfilmcouncil.org.uk/qualifying>). Only exceptionally will a non-certified film be considered. Final decisions on eligibility rest with the Academy's Film Committee.

4. OUTSTANDING DEBUT BY A BRITISH WRITER, DIRECTOR OR PRODUCER

This award was established to encourage British filmmaking by recognising individuals in the selected disciplines; it was previously presented as the Carl Foreman Award for Special Achievement by a British Writer, Director or Producer in their First Feature Film.

The nominees and winner of this award are decided by a jury and is not open to voting by Academy Members at any stage.

The award is presented at the jury's discretion.

Jury Process

The process follows all standard rules for juries except in the following:

- The jury will meet up to five times over the course of the Awards year;
- The jury chair is appointed by BAFTA's Film Committee;
- The jury is appointed by BAFTA's Film Committee in conjunction with the jury chair and should represent a wide range of experience and skills within the industry;
- Any member of the jury who is unable to attend the final two selection meetings can take part in discussions via telephone and can cast their vote confidentially via the Chairman;
- Before voting for the winner, any juror with a conflict of interest will stand down.

Eligibility

The film must be eligible according to BAFTA's standard eligibility criteria. In addition:

- The film must be a British film according to BAFTA's criteria for British films;

- Throughout 2009, and at the date of presentation of the award, the candidate must be a British citizen;
- The candidate must be a substantive writer, producer or director. Ancillary roles, such as an assistant director are not eligible;
- The film must be the candidate's first feature film (fiction or documentary) as either writer, director or producer **and** be released in the UK.

First Feature Film

- If a candidate has previously made a film in the relevant role but that film has not been theatrically released in any part of the world, that candidate would still be eligible for the award;
- If a candidate has previously made a film in the relevant role and that film has been theatrically released in any part of the world, in general that candidate would not be eligible for the award but, if that release was outside of the UK, the candidate could be eligible if the jury considers that the circumstances are exceptional;
- Where a candidate is credited in the same role on two or more films released in the same awards year: except in exceptional circumstances the film first shot should be regarded as the candidate's debut; the sequence of release is irrelevant.

5-6. SHORT FILM AND SHORT ANIMATION

Rules

Nominees and winners for the Short Film and Short Animation Awards are decided by a jury. These Awards are not open to Voting Members at any stage.

- These Awards are open to UK productions only. Films are only eligible if they have a substantial British contribution in the majority of the following areas:
 - Production Company
 - Finance
 - Director
 - Producer
 - Writer
 - Short Animation: Key animation/creative talent
 - Short Film: Principal cast and crew
- Films must have been completed between 1 June 2008 and 31 October 2009. No exceptions will be made;
- The maximum running time, including end credits, is 40 minutes;
- Previously entered films are not eligible;
- Entries that are part of a television programme/series, feature film or music promotional video are not eligible;
- Films in a language other than English may only be submitted with English subtitles, or in an English language version;
- The film must be fiction; however, the jury may use its discretion to accept dramatised factual subjects;
- Short Film only: all submitted films must have been either screened or accepted into at least one of the festivals recognised by the Academy. The list of festivals is available on the website (www.bafta.org) or from the Academy;

- Short Animation only: traditionally, the Award is for subjects shot on film but the Academy will accept productions originated in other media or using a mixture of techniques;
- There will be five nominees for Short Film and three for Short Animation;
- These Awards will be presented to the Director, Producer and Writer only. A maximum of four named nominees will receive an Award;
- All decisions made by the Academy jury and BAFTA are final and no correspondence will be entered into as to why particular entries were or were not nominated.

Entry

- Films may be entered by companies or individuals. Film schools and colleges are advised to submit no more than three films, although, in exceptional circumstances and with prior permission, the Academy may consider accepting up to two extra films per school. All student films must be submitted by the film school or college;
- Applications will be accepted between Monday 1 September and 17:00 GMT on Friday 31 October 2009. Entries must include ALL of the following:
 - A hard copy of the entry form (downloadable from www.bafta.org or emailed on request) with all sections completed and signed;
 - Three DVD screeners of show quality (PAL region 2/multi-region). These screeners will be used for the initial judging and will not be returned;
 - Short biographies of the Director, Producer and Writer;
 - A short synopsis of the film (approximately 50 words);
 - Front and end credit rollers as they appear in the finished film;
 - Three stills of the film on hard copy, disc or email;
 - 35mm print or Beta of the film;
 - Short Film only: Proof of acceptance/screening at one of BAFTA's recognised festivals.
- A 35mm print or Beta of every film must be submitted to the Academy by 17:00 on Friday 27 November 2009 (note: Short Animations will be accepted on Beta only). Applicants may choose to send the print or Beta with the application form but all films must remain at the Academy until the judging process is complete. Any charges incurred for the delivery or return of prints or Betas must be covered by those submitting the film;
- All prints and Betas (except those of nominated films) will be available for collection after the announcement of the nominations.

7. BEST FILM

- Eligibility is limited to the Producer(s) of the film. A maximum of three Producers may be credited;
- Executive Producer, Co-producer, Associate Producer, Line Producer, 'produced in association with' or any other credits are not eligible;
- All feature-length films of any genre are eligible for this award, including films not in the English language, animated films and documentaries.

8. DIRECTOR

- Eligibility is limited to the Director(s) of the film.

9. ORIGINAL SCREENPLAY

- Eligibility is limited to the Writer(s) of the original screenplay: 'story by' or similar credits are not eligible.

10. ADAPTED SCREENPLAY

- Where a script is based on any source (novel, play, short story, video game, memoir, TV show or another film) it will be considered adapted. This includes sequels and prequels;
- Eligibility is limited to the Writer(s) credited with adapting the original source material: 'story by' or similar credits are not eligible.

11-14. LEADING ACTRESS, LEADING ACTOR, SUPPORTING ACTRESS AND SUPPORTING ACTOR

- All individual performers are eligible for consideration in these categories;
- The category in which individuals are placed is determined by the Members' selection in the first round of voting: the performer will be placed in the category for which they have received the most votes. All votes cast for that individual will be added together and the 15 performers with the most total votes will be longlisted;
- Our voting system does not permit Members to cast more than one vote per performer (i.e. place a performer in both leading and supporting categories). The film's Distributor/Producer may make representations to the Academy about the award they wish a performer to be considered for and this may be taken into consideration.

15. MUSIC

- This award is presented for achievement in film music and encompasses both original score and adapted or sourced music. It is presented to the individual(s) responsible for creating the audience's overall musical experience;
- If 50% or more of the film's music is original, only the Composer(s) may be listed. If less than 50% of the film's music is original, Additional Contributors may also be listed;
- Additional Contributors may include Music Editor, Music Supervisor, Music Consultant, Music Director, Arranger and Writer. Assistants and partial contributors are not eligible;
- A maximum of three names may be listed which should include the Composer(s) responsible for the conception and execution of the film's score and/or the individual(s) responsible for the conception and use of adapted and/or sourced music within the film;
- Cue sheets must be provided for all films included on the Longlist for the Music Award, following Round One voting and before the announcement of nominations. Longlists are announced on 7 January 2010; cue sheets must be provided by 8 January 2010;
- The film's Producer is not eligible. The film's Director may not be listed for this category unless they also receive a credit as a key music contributor.

16. FILM NOT IN THE ENGLISH LANGUAGE

- All feature-length films with predominantly (over 50%) non-English dialogue are eligible;
- Eligibility is limited to a maximum of three Producers and the Director(s) of the film.

17. ANIMATED FILM

- A film will be classed as an animated feature film if it is primarily animated throughout the majority of the length of the film and has a significant number of animated major characters;

- This award is presented at the Film Committee's discretion. It will not usually be presented if fewer than eight animated features have been entered;
- The award will be presented to the key creative talent behind the film, usually the Director; if two individuals equally shared the creative input, both names may be submitted. A maximum of two individuals will be nominated per film;
- No more than three films will receive nominations for this award.

18. CINEMATOGRAPHY

- Eligibility is limited to the Director of Photography.

19. PRODUCTION DESIGN

- Documentary films will not automatically be included in the eligible list for this category;
- Eligibility is limited to the Production Designer and Set Decorator.

20. COSTUME DESIGN

- Documentary and animated films will not automatically be included in the eligible list for this category;
- Eligibility is limited to the Costume Designer.

21. MAKE UP & HAIR

- Documentary and animated films will not automatically be included in the eligible list for this category;
- Eligibility is limited to a maximum of two artists directly responsible for the make up and hair design in the film;
- Individuals responsible for a particular performer only are not eligible;
- Assistants are not eligible;
- Exceptionally, where an individual has been responsible for a character or characters which make an outstanding contribution to the overall achievement of the film, they may be considered for nomination alongside those responsible for the overall design of the film. Final decisions on eligibility rest with the Academy's Film Committee.

22. EDITING

- Eligibility is limited to the Editor of the film;
- Assistants are not eligible.

23. SOUND

- A maximum of five names may be submitted and must include the following roles:
 - Production Sound Mixer;
 - Re-recording Mixer;
 - Supervising Sound Editor/Sound Designer;
- Assistants are not eligible.

24. SPECIAL VISUAL EFFECTS

This award is for Special and Visual Effects and recognises achievement in both of these crafts.

- Documentary and animated films will not automatically be included in the eligible list for this category;
- Eligibility is limited to those individuals with primary creative responsibility for the special and visual effects achieved within the production;
- A maximum of four names may be submitted. Additional names will not be considered;
- The individuals put forward should be those responsible for the most significant and outstanding effects within the film. The split between special and visual effects should be a reflection of the proportion of effects within the film achieved by each craft. Only in exceptional circumstances should the nominees be all special effects craftspeople or all visual effects craftspeople. BAFTA recommends that senior special and visual effects supervisors are fully consulted in the process of selecting nominees;
- VFX or SFX producers, coordinators and executives are not normally eligible unless it can be shown that they are also directly and creatively responsible for the effects achieved;
- The list of proposed nominees will be circulated to members of the Special Visual Effects chapter in early December. Any appeals or amendments must be emailed to deenam@bafta.org by Friday 11 December and will be reviewed by BAFTA's Film Committee;
- If a film is longlisted in this category, BAFTA will make available to all members a short statement about the effects achieved within the production. This statement should explain how the key elements of the production were achieved and should be a fair reflection of both the special and visual effects input into the production. The statement can include images (stills from the film only), but must be no more than two A4 pages long and 500 words. This statement must be emailed as a word document to deenam@bafta.org by Friday 11 December.

ALL FINAL DECISIONS ON NOMINEE ELIGIBILITY REST WITH THE ACADEMY'S FILM COMMITTEE.

TIMETABLE

2009

Monday 2 November	Deadline for receipt of Outstanding Debut entry forms
Thursday 19 November	Deadline for Distributors/Members/Producers to enter films, including qualifying films Deadline for receipt of Screen Credits Forms
Wednesday 2 December	Details of all entered films and online voting information will be made available to Film Voting Members
Monday 7 December	Round One voting opens at 10:00 GMT
Friday 11 December	Deadline for receipt of Special Visual Effects statements and nomination appeals
Thursday 17 December	All entered films, including qualified films, must be screened to Members by this date Distributors may continue to hold additional screenings after this date if they wish

2010

Tuesday 5 January	Round One voting closes at 18:00 GMT
Thursday 7 January	Longlist announced Round Two voting opens at 12:00 GMT
Tuesday 19 January	Round Two voting closes at 18:00 GMT
Thursday 21 January	Nominations Announcement Round Three voting opens at 10:00 GMT
Sunday 24 January	Screenings of nominated films begin for juries, Chapters and all Film Voting Members
Tuesday 16 February	Round Three voting closes at 18:00 GMT
Friday 19 February	All entered films to open for general release to the public by this date
Sunday 21 February	Orange British Academy Film Awards

CONTACT LIST

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Short Film and Animation Awards

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