



INFORMATION, RULES, and GUIDELINES

Date: April 5th, 2012 (this is the 'show' / screening)

Venue: H.B.U.H.S.D. Auditorium and Bell Tower (HBHS Campus) @ 6:30pm

Entrance Contribution: \$10 (Non-refundable, check made out to APA/HBHS)

Submission Deadline: Thursday March 15, 2012

Eligibility: The student must be 19 or younger, and currently enrolled in any of these HBUHSD schools:

- Coast
- Community Day School
- Edison
- Fountain Valley
- Huntington Beach
- Huntington Beach Adult School
- Marina
- Ocean View
- Valley Vista
- Westminster

Award Categories: There are no specific genres for submissions. Winners will be selected based on points awarded by the judges in the following categories:

- First Place (overall points)
- Second Place (overall points)
- Third Place (overall points)
- Best Acting
- Best Cinematography
- Best Editing
- Best Sound
- Best Storyline
- Most Entertaining
- Best Original Writing
- Best Original Music

First Prize: Each student who submits a video will be representing his/her school. First place winner will receive a cash prize generated by ticket sales (minus expenses). Half will go to their school's video program (or if one hasn't been established, their school's visual arts program) and the other half will go personally to them.

Regulations:

- Films must be directed, filmed and edited by current students of the HBUHSD
- No film should exceed 7 minutes in length.
- All films which feature recognizable humans must be accompanied with a release form, included in the application packet.
- Production of the film must have started no earlier than one year prior to the submission deadline.
- Films may be on any topic, but must school appropriate which is typically G or PG rated in language and subject matter or they will not be screened. (No profanity, displays of criminal activity, sexual innuendo, racial slurs.) This is not intended to curb your creativity, but to make sure we can offer a family-friendly show.
- At the festival's discretion, anything deemed inappropriate will not be admitted into the festival.
- Students may submit up to 4 films, but a separate application form and associated fees must be submitted for each.

Copyright law must be strictly adhered to.

Because submitted films may be publicly exhibited at the festival, and a festival DVD compilation will be produced, the copyright rules pertaining to acceptable educational use do not apply. ANY music, photos, and video clips used must be one of the following:

- completely original
- from the public domain
- used with written permission from the copyright owner, royalty free
- used within the parameters of fair use (parody, criticism, etc.)
- music made with royalty-free 'loop' programs like Apple Garageband are acceptable.

Submission Format (this will be covered in detail during the pre-submission meeting):

For best video quality, it is recommended that you submit a FILE of your film (.mov for mac, .avi for PC) on either data CD, DVD, hard drive, or flash drive. The screenings will be shown in HD, so if you are shooting in HD, it is in your best interest to edit and submit an HD file, as transcoding to regular DVD will decrease the quality to standard definition. If you must submit on regular DVD, make sure it's a DVD-R in the standard size. WMA files will not be accepted. If your editing software makes .wma's, convert your file before submitting. Make sure the file or disc plays back completely before submitting.

For the technically minded, all finished films will be presented in 16:9 aspect ratio, and will be transcoded to Apple ProRes 422 at a finished pixel size of 1920 x 1080. If you edit and submit in this format, your film will look great at the show. A 7 minute film in this format will fit on a data DVD-R.

How Your Entry Will Be Judged:

JUDGES DETERMINE WHAT FILMS ARE SHOWN IN THE FESTIVAL OR NOT, BASED ON SCORES and/or COMMENTS made based on the following questions:

1. **Plot** - Does the plot make sense? Can you follow the story or is it confusing? Do you care about what's going on in the story?
2. **Picture Quality** - How does it LOOK. Visually creative? How is the camera work? Good angles? Clear, fluid pictures? Glitches? Graininess? Color tone?
3. **Editing Quality** - Does it flow well? Do they jump across the action axis (bad)? Is it jarring? Does it follow or capture the action well? How is the pacing of the story arc?
4. **Sound Quality** - Is dialog easy to understand? Is the balance (mix) of voices to music correct? Is ambience believable? Sound effects creative or impactful?
5. **Acting Quality** - Is the acting believable? Does the dialog work? Does it feel realistic?
6. **Originality/ Writing** - Did the student surprise you? Was it obvious that they spent time developing their concept or story?
7. **Entertaining?** - Did you LIKE IT? Would you want to (or did you) watch it again?

How/Where to submit:

Submissions should be dropped off at your school's activities office. You should drop off your entry and your application/entry form and \$10 contribution (checks made out to APA in a sealed envelope labeled SCSFF with your name, date of submission, and school you're enrolled in. Make sure your video is received the day of the deadline! We recommend you send in your entry a good deal of time before it is due.

****Agreement:**

The Surf City Student Film Festival has the permission to exhibit your entry/entries during this event, exhibit them for future promotion, and include them on the festival DVD compilation that will be available for sale at the event.

Posters and flyers for the show can be found on the hbapa.org website that you can duplicate and freely distribute.

Questions should be directed to the APA office at (714) 536-2514 x 4025.





SURF CITY STUDENT FILM FESTIVAL APPLICATION & OFFICIAL ENTRY FORM

Please fill in all fields, sign, and seal it in an envelope with your submission and the \$10 entrance contribution (check made out to APA) your school's activities office. DEADLINE for submissions is March 15, 2012. *Each submission requires additional copies of this form.*

Contact Person (first and last name) _____

(The contact person is the representative of your group and will represent his/her school)

Grade _____ Primary Campus _____

Reliable Phone # (_____) _____ Did you attend the pre-submission meeting? _____

Reliable Email Address (please write legibly) _____

Film Title _____

Date of Completion _____ Total Run Time (2 - 7minutes) _____

Which media & file type did you use to submit your entry? _____

TERMS & AGREEMENT By submitting this form, the submitter states that he/she:

- Authorizes Surf City Student Film Festival the right to promote, through all media types and outlets, the film submitted and to allow the film to be screened at SCSFF events and be included on a DVD compilation for sale at the event.
- Has accepted and complied with the SCSFF regulations & copyright restrictions.
- Will put this application in a sealed and labeled envelope with the submission.
- The prize money will be divided with 50% going to the winner and 50% going to the film program (or visual arts program if there is not a film program) of the high school of the winner. The amount of the cash prize awarded will be money taken in at the door minus the actual expenses of this film festival event not covered by the entrance contribution.

By signing below, I understand that if I do not adhere to the Surf City Student Film Festival's policies and procedures, my entry will be disqualified upon review.

Submitting Student's Signature

Date

For More Info Contact: **Susan West**

APA Business Supervisor, HB Academy for the Performing Arts,
H.B.U.H.S.D., Faculty Advisor, APA Student Council

swest@hbuhsd.org 714.536.2514 ext:4455

Release Forms

Obtaining proper written permissions is the responsibility of the producer and can prevent complicated problems down the line in the event you license the broadcast or distribution rights of your film. The four most common release forms used in documentary productions are:

Appearance Release
for non-actors

Minor Appearance Release
for children, it must be signed by a parent or legal guardian

Materials Release
for obtaining permission from the owner or license holder to use photographs, audio, video, film or other media which may be copyrighted or owned by others

Location Release
for use when you are filming on property you do not own

It's a good idea to establish a relationship with a qualified and reputable entertainment attorney that understands documentary. If you're working with professional actors you'll probably need a special actor/model release form which is beyond the scope of this class.

Read and rewrite them as necessary for your particular production and requirements. Releases are important because some film festivals, most funding bodies, and all broadcasters and distributors will require them as part of the chain of title, a series of documents that establish the producer's right to put the components in their film. For locations, it's important to know who actually owns the building or land you want to film on and also to find out who the current occupier is. For example, if you are filming in a rented house you should get permission from the landlord as well as the tenant who is renting the property. Some books for becoming familiar with legal issues include:

The Pocket Lawyer for Filmmakers: A Legal Toolkit for Independent Producers
by Thomas A. Crowell

The Independent Film Producer's Survival Guide: A Business and Legal Sourcebook
by Gunnar Erickson, Mark Halloran, and Harris Tulchin

Archival Storytelling: A Filmmaker's Guide to Finding, Using, and Licensing Third-Party Visuals and Music by Sheila Curran Bernard and Kenn Rabin

Please be advised that this does not constitute any form of legal opinion or advice.

MINOR APPEARANCE RELEASE

Working Title: _____ (the "Film")

Person Appearing: _____

Parent or Guardian: _____

Production Date(s): _____

Production Location(s): _____

As parent or guardian of _____, I authorize
_____ ("Producer"), Producer's agents,

successors, assigns, and designees to record his/her name, likeness, image, voice, sound effects, interview and performance on film, tape, or otherwise (the "Recording"), edit such Recording as Producer may desire, and incorporate such Recording into the Film, any versions of the Film and all related materials thereof, including but not limited to promotion and advertising materials. It is understood and agreed that Producer shall retain final editorial, artist, and technical control of the Film and the content of the Film. Producer may use, and authorize others to use, the Film, any portions thereof and the Recording in all markets, manner, formats and media, whether now known or hereafter developed, throughout the world, in perpetuity. Producer, and Producer's successors and assigns, shall own all right, title and interest, including the copyright, in and to the Film, including the Recording and related materials, to be used and disposed of, without limitation, as Producer shall in Producer's sole discretion determine.

I represent, as parent or guardian of _____, we shall both be bound by the terms of this Appearance Release.

Signature of Minor: _____

Signature of Parent or Guardian: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

E-Mail: _____

Date: _____

APPEARANCE RELEASE

Film (Working Title): _____ (the "Film")

Person Appearing: _____

Production Date(s): _____

Production Location(s): _____

I authorize _____ ("Producer"), Producer's agents, successors, assigns, and designees to record my name, likeness, image, voice, sound effects, interview and performance on film, tape, or otherwise (the "Recording"), edit such Recording as Producer may desire, and incorporate such Recording into the Film, any versions of the Film and all related materials thereof, including but not limited to promotion and advertising materials. It is understood and agreed that Producer shall retain final editorial, artistic, and technical control of the Film and the content of the Film. Producer may use, and authorize others to use, the Film, any portions thereof and the Recording in all markets, manner, formats and media, whether now known or hereafter developed, throughout the world, in perpetuity. Producer, and Producer's successors and assigns, shall own all right, title and interest, including the copyright, in and to the Film, including the Recording and related materials, to be used and disposed of, without limitation, as Producer shall in Producer's sole discretion determine.

Signature: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

E-Mail: _____

Date: _____

MATERIAL RELEASE

Film (Working Title): _____ (the "Film")

Description of Material: _____
_____ (the "Licensed Material")

Licensor: _____ ("Licensor")

Licensor hereby grants to _____ ("Producer"), its successors and assigns, the non-exclusive right to reproduce the Licensed Material, to record and edit the Licensed Material as desired on film, tape or otherwise (the "Recording"), and to use the Licensed Material, in whole or in part, in and in connection with the Film and all versions thereof and all materials relating thereto, including advertising and promotion. Producer, and its successors and assigns, shall own all right, title and interest, including the copyright, in and to the Film, including the Recording, to be used and disposed of throughout the world in perpetuity without limitation as Producer shall determine in its sole discretion, including without limitation to distribute the Film in all manner, format and media, whether now known or hereinafter developed.

Licensor represents and warrants that Licensor possesses or has obtained all rights to the Licensed Material necessary for the grant of this license and that the rights granted hereunder will not conflict with or violate any commitment, agreement, or understanding Licensor has or will have to or with, nor infringe upon any rights of, any person or entity. Licensor shall pay and indemnify and hold Producer and its grantors, officers, directors, assignees, agents, licensees, and employees harmless from and against all claims, losses, costs, expenses, settlements, demands, and liabilities of every kind, including reasonable attorneys' fees and expenses, arising out of or incurred by reason of the use of the Licensed Material set forth herein or the inaccuracy, alleged breach, or actual breach of any representation, warranty, covenant, agreement, or undertaking Licensor has made herein.

Signature: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Date: _____

E-Mail: _____

LOCATION RELEASE

Film (Working Title): _____ (the "Film")

Location: _____

Location Owner or Authorized [name and address]: _____

_____ ("Owner")

Date(s) of Recording: _____

I _____ ("Producer") and Owner agree as follows:

Owner agrees that Producer and persons designated by Producer may be in, on, or about the above location on the date(s) indicated above, for the purposes of preparing or making photographs, and/or video and sound recordings or otherwise (the "Recordings") in connection with the Film. Producer shall hold Owner harmless from and indemnify Owner against any damage to the above location caused by any persons designated by Producer to be on the location or against any injuries occurring to persons designated by Producer to be on the location.

Owner authorizes Producer to edit the Recordings as desired and to use them, in whole or in part, in connection with the Film, in all manner and media, as Producer shall determine in Producer's sole discretion. Producer, and Producer's successors and assigns, shall own all right, title and interest, including the copyright, in and to the Film, including the Recordings, to be used and disposed of throughout the world in perpetuity without limitation as Producer shall determine in Producer's sole discretion.

Owner represents and warrants that Owner has the right to enter into this agreement and that the rights Owner has granted hereunder will not conflict with or violate any commitment, agreement, or understanding Owner has or will have to or with, nor infringe upon any rights of, any person or entity. Owner expressly releases Producer and Producer's employees, directors, officers, agents, assignees, and licensees from all claims, losses, costs, expenses, settlements, demands and liabilities of every kind, including reasonable attorneys' fees and expenses, arising out of or incurred by reason of the use of the Recordings in connection with the Film or the inaccuracy, alleged breach or actual breach of any representation, warranty, covenant, agreement or undertaking made by Owner herein.

Agreed and Accepted By:

PRODUCER

OWNER

Date: _____

Date: _____