**Rules and Regulations of International Kolkata Short Film Festival 2021**

Call for Entry Opens : 23 November , 2020

Early Bird Deadline : 10 December ,2020

Last Date of Submission : 31 December , 2020

* 1. Festival Mission & Objective

International Kolkata Short Film Festival which will take place for the first time from 18 January ,2021 to 24 January ,2021 , is now open for entries. The IKSFF will strive to screen short movies. We would like to invite both professional (established broadcasters, film or television production companies/distributors and independent filmmakers) and non-professional filmmakers from anywhere in the world to participate in the festival. Registration for the International Kolkata Short Film Festival is completely free. The festival and judgment of the competition will take place in Kolkata, India.

1.2 About **EVENTIZER** : Eventizer is a online ticketing platform and also intended to nourish online events and digital festival of different color.

1.3 Festival Dates
 January 18 – January -24 ,2021

1.4 Eligibility

1. Submission to the Festival is open to Short Film , Short Documentary & Public Service Announcements.

2. All the films Submitted by Film Makers to the Festival under Short Film , Short Documentary , Public Service Announcement categories and created after 1 January, 2017 will be included under Competition Section of the festival program. If any filmmaker wants the screening of his/her film which is completed before 2017, it will be accepted but will be excluded from the competition.

1.5 Film Formats
Film formats that can be presented for selection and exhibition for the Festival should be in MPEG 2 in a DVD disk (PAL or NTSC with Universal Code – region 0 encoded in a DVD disk) and only one film must be written on a DVD disk. Two copies of DVD disk containing one film must be submitted for judging.

Only the information such as Film title and Director’s name should be directly visible on the face of each DVD. Please DO NOT use small stickers on top of the regular DVD Stickers.
Please note that, presentation of other formats requires the authorization of the Festival. Without this authorization, the Festival retains the right to exclude a film.

1.6 Entry Fee
IKSFF does not charge any entry fee for the festival.

1.7 Number of Submissions
Filmmakers may submit any number of films under the Festival’s Film Categories like Short Film , Short Documentary , Public Service AnnouncementIf you are submitting two or more films, they should be on separate DVD’s, with separate press kit CD.
For official selection of the festival program, only one film from each film category for each filmmaker will be allowed under the Competitive Sections of the festivals.

1.8 Festival Categories

a) Short Film (Less than 30 Minutes)

b) Short Documentaries ( Less than 30 Minutes )

c) Public Service Announcements (Less than 6 Minutes)

1.9 Participation

Participation in the IKSFF -2021 implies acceptance of the Rules and Regulations by filmmakers, producers and their agents.

2. SUBMISSION GUIDELINES AND MATERIALS

2.1 Submission Deadlines

The deadline for submitting the films is 31 December , 2020. The films which will be submitted after the mentioned date will not be accepted by the Festival Authority.

2.2 Press Kit / Publicity Materials
Please include HIGH RESOLUTION photographs (JPEG, TIF or EPS formats). The following formats will be required for the press kit and Festival Directory
i) Production stills (4)
ii) Director’s photographs (2)
iii) Poster
iv) Movie Stills (2)
v) Press clippings, brochures, pamphlets
vi) A 20 seconds Trailer to be submitted with each film.
All the above to be sent by email or in a CD-ROM along with the duly filled form and other required enclosures.

2.4 Submission Materials
None of the above listed submission materials will be returned.

2.5 Selection
Festival programmers select and invite all films presented at the festival. Films selected for the IKSFF-2021 will be announced before the festival date on our website. Filmmakers selected to participate will be notified prior to this date. Nominated film list will be published on website and at our official Facebook page.

3.SELECTED FILMS

3.1 Participant’s obligation
Participation in the festival requires the unconditional adherence to its regulations as set our here.

3.2 Satellite Channel Exhibition
All the films selected under Competition Section of the Festival are requested to give absolute clearance for one time exhibition of their film in a Partnering Satellite Channel.

3.3 Catalogue materials
All contact persons of selected films will receive a request for catalogue materials upon confirming participation in the festival.

3.3.1 Required catalogue materials
In order to compile the Festival Catalogue for each selected film, the Festival must receive a duly completed entry form and press kit. The requested materials should be sent/submitted as soon as possible upon acceptance of the invitation. The Festival accepts no liability in the event that its publications reproduce inaccuracies in submitted materials.

3.3.2 Credits
In principle, the catalogue will include the following technical and artistic credits: original title, international title, country (ies) of production, year of production, premiere status, format, running time, director, production company, producer, sales company, print source, screenplay, cinematography, editing, production design, sound, music, principal cast.

3.3.3 Catalogue Writings
Catalogue writings are entirely at the discretion of the Festival.

3.4 Publicity Materials
The contact persons of the films participating in the Festival will receive a request from the Press office to send publicity materials. These materials will be used in Festival publications and for distribution to the press and festival guests. Each film should be submitted with a trailer of 20 seconds.

3.4.1 Excerpts
After official selection of a film, the Festival is qualified to use excerpts from the film, with a maximum of 3 minutes or a total duration of the excerpts not exceeding more than 10% of running time of the film, for promotional purposes both nationally and internationally. In the event that excerpts are not available, and it’s being understood that under no circumstances the entire print may be lent out, the Festival is qualified to copy, under its strict supervision, one or more excerpts from the film for promotional use prior to and during the Festival only.

3.4.2 Promotion
For promotion of the entire selection and of each selected film, the Festival website is allowed to use any photo or digital film clip (less than 3 minutes duration or the total duration of the excerpts not exceeding more than 10% of the film running time). The 20 second trailer of the film may be used for promotion.

3.5 Press Screenings
During the festival and in collaboration with the Program Department, the Film Office will organize press industry screenings for the films.

3.6 Programming
General scheduling and the timetabling of public screenings are entirely at the discretion of the Festival Management.

3.7 Subtitling
Selected films will be screened in their original version. In principle, if not with English dialogues, films must be subtitled in ENGLISH. Electronic subtitling system should not be used for any film.
IKSFF AWARD CATEGORIES
In all Categories
BEST SHORT FILM

BEST DOCUMENTARY FILM

BEST DIRECTOR

BEST CINEMATOGRAPHY

BEST ACTOR/ACTRESS

BEST INDIAN LANGUAGE SHORT FILM

Use of the Submission Materials:

Promotion : IKSFF will promote the festival and its awards by featuring extracts from submission on radio, television and digital media throughout the world. IKSFF reserves the right to use the extracts of all submissions in these promotional activities.

Screening : IKSFF is entitled to screen the submitted productions to the public at non-profit events during and after the festival for an unlimited period of time.

Images : Entrants warrant that IKSFF is entitled to use all the submitted images for promotional activity of the Festival throughout the world in different digital media for an unlimited period of time without making any payment for such usage.

Film Library : All submissions will be retained at IKSFF Wild Film Library for educational and archival purposes. For such purposes IKSFF does not pay any fees to entrants.

Editing : IKSFF reserves the right to edit the information supplied by the Entrants for publication in the Festival Souvenir (For both Online & Printed version)

Judging Process:

There will be three rounds of Judging

Round A : In this round A IKSFF Jury panel will decide whether the film covers all the entry guideline properly.Then the panel will shortlist the best movies and prepare a list of 100 films for the Round B.

Round B : In this round the Screening Committee will decide the Nomination. List of nominated films will be decided in this round.

Final Round : In this round the full bench of Judges with the Festival Director, Chairman – Festival Committee, Chief Advisor, Chairman-Screening Committee will decide the Films for Awards in different category.

SHIPPING INFORMATION & CONCLUSION
Entry and participation of films implies unconditional acceptance of the regulations. On your DVD courier pack, please mention “For cultural purposes only and No commercial value”.
Submission Materials Checklist for each entry submission is: FILM ENTRY FORM, 2 DVD’S and 1 PRESS KIT CD, 20 Seconds Trailer of the Film.
All materials must be sent prepaid. Collect or C.O.D. (Cash on Delivery) will not be accepted. IKSFF will not assume responsibility or accept shipments incurring expenses for terminal charges, duties, taxes or custom brokerage.

IMPORTANT DATES:
Call for Entry Opens : 23 November ,2020
Early Bird Deadline : 10 December ,2020
Final Deadline : 31 December ,2020
Final Publication of Nominated Films : 10 January ,2021
Festival Dates : 18 January to 24 January ,2021

Prize Distribution Ceremony : 24 January ,2021