

## RULES & REGULATIONS

Madrid City Council organises the 15th edition of the Madrid International Documentary Film Festival, DOCUMENTAMADRID 2018, a festival dedicated to multiple expressions of documentary films and the search for real-life itineraries that are open to the genre's new languages and expressions. DOCUMENTAMADRID is an annual meeting point for creators, professionals and audiences to whom their work is presented.

The 15th edition of the Madrid International Documentary Film Festival will be held between **May 3th and 13th, 2018**.

### 1.- SECTIONS AND PRIZE CATEGORIES

#### A- FEATURE LENGTH FILMS SECTION

Films that **run for longer than 45 minutes** can compete in the following sections and for the following prizes:

##### **INTERNATIONAL FEATURE FILM COMPETITION**

International films that have **not been released in Spain**.

- Jury's Prize, consisting of €10.000 and a trophy.
- Special Mention of the Jury (Diploma).

##### **FUGAS FEATURE FILM COMPETITION**

International films. This section is open to new aesthetic proposals, experimental and hybrid films, and works that challenge the audiovisual languages and genres.

- Jury's First Prize, consisting of €10.000 and a trophy.
- Special Mention of the Jury (Diploma).

##### **NATIONAL FEATURE FILM COMPETITION**

Films **produced or coproduced in Spain** and works by **Spanish directors**.

- Jury's Prize, consisting of €10.000 and a trophy.
- Special Mention of the Jury (Diploma).

#### B- SHORT FILM SECTION

Films that **run for a maximum of 45 minutes** can compete for the following prizes:

##### **INTERNATIONAL SHORT FILM COMPETITION**

International films that have **not been released in Spain**.

- Jury's Prize, consisting of €5.000 and a trophy.
- Special Mention of the Jury (Diploma).

##### **FUGAS SHORT FILM COMPETITION**

International films. This section is open to new aesthetic proposals, experimental and hybrid films, and works that challenge the audiovisual languages and genres.

- Jury's First Prize, consisting of €5.000 and a trophy.
- Special Mention of the Jury (Diploma).

## NATIONAL SHORT FILM COMPETITION

Films **produced or coproduced in Spain** and works by **Spanish directors**.

- Jury's First Prize, consisting of €5.000 and a trophy.
- Special Mention of the Jury (Diploma).

## C- AUDIENCE AWARDS

Both feature-length and short documentaries in competition may also compete for the following prizes, which will be awarded in accordance with the highest score and the number of votes given by the audience after each film's screening:

- Best Feature Film's *Cineteca Madrid* Audience Award, consisting of 5.000€ and the film premiere at Cineteca.
- Best Short Film's *Cineteca Madrid* Audience Award, consisting of 2.500€ and the film premiere at Cineteca.

## 2.- PARTICIPATION REQUIREMENTS

. All producers and/or directors, natural persons or legal entities that hold the rights over the works and which have previously passed the selection process may participate in any of the sections of the competition.

. All works submitted to the sections of the competition **must have been completed after January 1st, 2017**.

. The films participating in International Feature Film and Short Film Competitions **will not have been** premiered, theatrically released, marketed, television broadcasted, streamed on VOD platform or any other on-line media in Spanish territory prior to the festival dates.

. By way of exception, a film that has already been released in Spain may be included in some of the international categories; however, in this case the film will not be allowed to enter the competition, nor will it be eligible to win any of the prizes awarded at the Festival.

. The works will be submitted in their original language. For any **versions in a language other than Spanish, it is obligatory to submit a copy with either Spanish or English subtitles**.

. The Festival will exceptionally accept films that have reached the rough cut stage of editing. The selection committee may request the most recent version of the work before making a final decision.

## 3.- SELECTION PROCESS

. The Festival's Direction will establish a selection committee made up of professionals and experts, who will watch the films and assess all the works received.

. This selection committee will be responsible for deciding which films will form part of the program, as well as the section in which each one of the shortlisted works will compete or whether they will be screened out of competition.

. At the end of the selection process, the Festival organizers will send an email to the shortlisted participants. After they have confirmed their participation, the Festival organizers will publish the shortlisted films on its website: [www.documentamadrid.com](http://www.documentamadrid.com)

. Once the reference has been included in the catalogue, the film may not be unilaterally withdrawn from the competition.

#### 4.- REGISTRATION PROCEDURE

- . All entries for any section of the Festival must be registered before January 2nd, 2018.
- . Registration will be made exclusively online via the Festival's official website: [www.documentamadrid.com](http://www.documentamadrid.com).
- . DVD or other physical formats will not be accepted.

#### 5.- REQUIREMENTS FOR SELECTED FILMS

- . Screening copies of the selected films, as well as all promotional material must be submitted no later than **March 15th, 2018**. Shipping costs will be at the expense of the participants.
- . The Festival accepts DCP and high-resolution digital files as screening formats.
- . All selected films for competition must send a **screening copy with English subtitles** in the event of this not being its original language, as well as a dialogue list in Spanish or English.
- . Besides the screening copy, selected films must send an additional copy with same subtitles in **H264 format** which will be used as backup.
- . For promotional purposes, the shortlisted participants will send a digital file or a link to a clip showing three minutes of the film.
- . The participants authorize the Festival Organizers to use the film clips in any media for promotional purposes of the festival. The Festival organizers may as well use stills of the films and directors' photographs for promotional purposes of the festival or any other cultural activity by Madrid Destino, as for the festival catalogue, but they will not be used in any case for commercial purposes. These rights will be released for the maximum time established by the copyright laws until they fall in the public domain, and for all media, formats and territories. Sending the film clips implies acceptance of all the terms and conditions
- . If any irregularities are found in the copies of the films, the Festival management will send a technical report to the owners or representatives and it reserves the right to not accept the copies that, after being checked by the Festival's technical department, are deemed unsuitable for screening.
- . The copies in DCP files may either be collected by their authors or the Festival organizers will return them by post to the address that appears on the registration.
- . Films which participate in any of the competitive sections will not be entitled to receive any exhibition fee.

#### 6.- COMPOSITION AND ACTING BY THE JURY

- . The jury will be made up of cinema, artistic and cultural professionals chosen by the Festival management.
- . All prizes from all categories must be awarded.
- . The jury's decisions may not be appealed and will be published on the Festival's official website.

## 7.- PAYMENT SYSTEM

Cash prizes as established in the rules and regulations of DOCUMENTAMADRID Film Festival 2018 will be granted at fifty per cent (50%) to the film director and the other fifty per cent (50%) to the producer or production company.

The awards will be paid by bank transfer to the account indicated by the prize-winners. The amount of these prizes will be subject to the corresponding deductions and taxes, in conformity with the stipulations of the legislation in force.

## 8.- PRICE GRANTING

Once the corresponding Jury Committees have been formally convened, they will issue their verdict, indicating this in the Minutes signed for this purpose. This verdict will be notified to the interested party so that within the maximum period of 30 calendar days, taken from the day following the reception of the notification, the interested party has to communicate the acceptance of the granted award and provide the documents required below.

The festival organizers will only accept the prize allowance if the selected films meet all legal requirements and those listed below. All these requirements are necessary to grant the prizes.

For all the awarded films, the following documents must be provided within 30 calendar days, and sent to the Festival Direction, who will check them. In case the director and the producer are not the same, those documents should be sent by each one of them separately.

- 1.- A photocopy of National Identity Document or Identification Card belonging to the signatory/ies.
- 2.- Articles of Association of the company or equivalent document from the country of origin.
- 3.- Signatory's power of attorney or appointment, or equivalent document from the country of origin.
- 4.- Sworn statement by the prize-winner that accredits him/her as holder of the rights to the prizewinning film.
- 5.- Printed document including the bank information for the payment by bank transfer, which will be sent in the abovementioned notification.
- 6.- Official certificate of fiscal residence for those who do not live in Spain. The participants who do not have their fiscal residence in Spain must send a certificate of fiscal residence issued by the relevant authorities in their country, provided a bilateral agreement between both countries exists, and a statement of compliance that they are up to date in their obligations with the Spanish administration regarding the taxes and social security requirements, if they were to have any. In case that such agreement does not exist, the corresponding withholding for not residents will be applied.
- 7.- In the case of Spanish films: a statement of compliance recording that the person in question has not incurred in any of the circumstances described in article 60 of the Royal Legislative Decree 3/2001, of the 14th of November which approves the amended text of the Law on Contracts in the Public Sector (ATLCPS), as well as the fact that this person is up to date with any tax obligations with the State Tax Administration Agency, with the Social Security and with the City Council of Madrid.

Once 30 calendar days have passed from the moment that the prize has been accepted and the required documentation has been provided, Festival Organizers will process the granting of the prize and will notify the winners.

## 9.- PROGRAMMING OF THE FESTIVAL

The Festival's Direction will decide the order and date of exhibition of each film, reserving the right to screen it during the dates of the Festival in any of its venues, always within the festival program.

The award-winning films will have additional projections during the last weekend of the festival, once the awards are announced.

### **Video Library / Professional area**

The selected films will be available on the Festival's online Video Library during the festival dates. The Video Library is only accessible to festival accredited press members and guests. By entering the Festival, rights holders give permission for their films to be included in the Video Library, unless stated otherwise on the entry form.

## 10.- PERSONAL DATA

In compliance with the Spanish data protection act (Organic Law 15/1999 of December 13), Madrid Destino informs you that all personal details supplied by the participants shall be included in the files of Madrid Destino, Cultura, Turismo y Negocio S.A., located at Madrid, Centro Cultural Conde Duque, Calle Conde Duque 9-11, 28015, and whose CIF (VAT) is A-84073105, for the sole purpose of managing its cultural activities and events. This includes handling data from public competitions such as this one, which entails their publication on the Internet and in festival documents, as well as for the organization's administration, invoicing and accounting. These details shall not be disclosed to third parties except for those cases otherwise stipulated by law.

You can exercise your right to access, amend, cancel and oppose the processing of your data at any time by sending an email request to MADRID DESTINO to [ComiteLOPD@madrid-destino.com](mailto:ComiteLOPD@madrid-destino.com), with the reference "Personal data" and your participation to this present event, enclosing a written letter signed by the owner of the data or its representative, indicating its official residence and a copy of the personal ID or similar document.

## 11.- ACCEPTANCE OF THE COMPETITION TERMS AND CONDITIONS

Sending this document duly signed implies the participation in this festival and the full acceptance of all terms and conditions by the participants.

In the case of any issue not covered in these regulations, it will be resolved by the Festival Organization.