



2018 K-State 48 Film Festival Official Rules/Guidelines

These rules/guidelines apply to each participating team.

The K-State 48 Film Festival Committee may add to or amend these rules at any time prior to the beginning of the Official Time Period.

A. Times

The 2018 K-State 48 Hour Film Festival will occur between **7pm Thursday, March 29th** and **7 pm Saturday, March 31st**. This is the **Official Time Period**. The **Official Screening and Awards Ceremony** will start at **6 pm on Thursday, April 5th, 2018**.

- Participating groups/teams must complete their film/video work and deliver it to a location (to be announced at the Kickoff event), or submitted online through Frame.io, by **7 p.m. Saturday, March 31st, 2018**.
- Only works that meet the deadline will be officially part of the Category competition.
- Late films received by **5:00 p.m. Monday, April 2, 2018**, can be still be screened but are only eligible for the **Audience Choice Award**.

B. Preparation The only work to begin prior to the **Official Time Period**:

- Organizing crew
- Organizing cast
- Securing equipment
- Scouting/securing locations

C. Creative Process All creativity must take place during the **Official Time Period**. Any creative work in advance of the competition weekend is prohibited. Creative work includes, but is not limited to:

- Writing the script
- Rehearsing
- Costume/set design
- Shooting
- Editing
- Sound design

D. Footage All footage must be filmed within the **Official Time Period** of the project.

- No stock footage or footage shot or created at another time may be used.
- Animation and special effects are permitted but must be created during the **Official Time Period**.
- Still photographs are permitted, provided that the team has right to them, but should be created during the **Official Time Period**.

E. Kickoff Event

Each participating team must have a representative at the official Kickoff Event of the 48 Hour Film Project.

F. Required Elements

Each participating group will be assigned Required Elements that must appear in its film.

- The Required Prop must be seen on screen.
- The Required Line of Dialogue must be used verbatim. It may be spoken, sung and/or written. It may be in any language, though if it is unclear that it is the Required Line, there must be a translation.
- To qualify as an Official Entry, each group's film must contain all Required Elements within their film.

G. Who Can Participate? All Crew must be currently enrolled at Kansas State University; this includes full-time and part-time students at Kansas State University Manhattan, Polytechnic or Olathe. Recommended crew (team) size is 5 to 6 members, up to a maximum of 10. **Cast members can include anyone from the community**, but a talent release form must be signed for them to participate.

H. Cameras

You may use any type of video or film camera except for drone (UAV) cameras.

I. Drone-UAV Policy

Due to liability reasons the use of drones (UAVs) are prohibited for this competition.

J. Music Rights

Participating teams must have the rights to any music used in its film and must provide releases for all music used. As with music, prerecorded sound effects are allowed, but you must have rights to use them. **Note on Song parodies** (use of identifiable pre-existing compositions with new or altered lyrics or music) may not be included in the film without a signed release from the composition's rights holder. This rule applies without regard to whether the song parody arguably constitutes **fair use** under U.S. or international copyright law.

K. Total Running Time

The finished film must be a minimum of 2 minutes in duration, and a maximum of 6 minutes in duration including credits. If you choose to turn in a film over that time, the committee may allow it to play as part of the festival and be eligible for the Audience Choice Award, but not eligible for the category awards.

L. Required Media Formats & Film Submission

Your team will receive a thumb drive to use for film submission. When your film is edited you will need to encode the file to **h.264/mov** file format. (Unsure of how to do this? Contact us before the event.)

Film Submission

Teams will have two options to submit their films before the deadline.

- **Online submission through Frame.io:** Teams planning to submit online **MUST** setup a [Frame.io account](#) (free) and send an invitation to rearl@ksu.edu.
- **Drop-off submission:** Teams can also deliver the finished film via thumb drive to the location announced at the Kickoff event.
- **All submissions must be turned in by 7pm in order to be considered for the awards.**

Maximum file size 2GB

Mixed frame rates and images sizes are accepted.

Audio Volume Guidelines Suggested volume: -12db to -6db

M. Forms

The Team Captain must submit an **Entry Form** with his/her completed Entry and Team Members' names certifying adherence to all Official Rules. * **Talent Release and Property release forms are required when using actors/ talent who are not part of your team and are filmed on private locations (see forms descriptions)** Films will not be screened without an Entry form and accompanying signed releases. *All forms are available on website. ***Entry form and release(s) must be labeled with your team's information.**

- **Online submission:** Scan files as PDFs or photograph and email to rearl@ksu.edu.
- **Drop-off submission:** Entry form and release(s) can also be turned in together with your film submission **OR** dropped off at Rusty Earl's office in the Catalyst Technology in Bluemont Hall #16.

N. Eligibility

To be eligible for this K-State Project, Entries must be the original work of the Entrant; must not infringe third-party rights; must be suitable for publication, must not contain obscene or pornographic material; may not contain defamatory statements about any person, company, organization or entity; may not invade privacy or other rights of any person, company or entity; may not in any other way violate applicable laws and regulations; and may not contain any copyrighted elements (other than as owned by the Entrant). Finally, ensure your work abides by the Principles of Community <https://www.k-state.edu/about/community.html>.

O. No Prescreening Distribution

The Entrant should not distribute his/her video in any way before the premiere screenings. This includes uploading the video to any website, social media platform, or screening the film for groups of anyone other than the team.

P. Entries Not Returned

No Entries (media or documents) will be returned.

I understand that entries can not infringe on copyrights of others and that all necessary permissions must be been obtained. In consideration of being allowed to participate in the K-State 48 Film Festival, I must agree to indemnify and hold harmless Kansas State University, the K-State 48 Film Festival and its sponsors for and from any and all claims of copyright infringement related to my entry/entries, including its display at the film festival. I understand that I will be responsible for any and all costs, expenses and damages associated with any such claims. Any deviation from the previously listed guidelines will result in disqualification of the film. The Film Festival Committee reserves the right not to display any video it feels does not sufficiently meet guidelines. The K-State 48 Film Festival Committee has full rights to reject any submission that it considers too graphic or too gratuitous in nature. The K-State 48 Film Festival Committee plans to display the winners of each category. However, the committee reserves the right to limit the total length of the K-State 48 Film Festival showing and to select the videos for display

accordingly. Prizes will be awarded at the K-State 48 Film Festival Committee's discretion. Winners will be announced between 6-8:30pm Thursday April 5th, 2018 at Town Hall in the Leadership Studies Building.

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KSU will not make any alteration, other than as allowed by this license, to your submission.

For more information:

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