



Taipei Golden Horse Film Festival 2017

The 54th Golden Horse Awards

Guideline and Rule for Short Film

Taipei Golden Horse Film Festival Executive Committee



RULE ONE AWARD CATEGORIES

Best Live Action Short Film

One award statuette, one certificate and a prize of NTD 100,000.

Best Animated Short Film

One award statuette, one certificate and a prize of NTD 100,000.

RULE TWO ELIGIBILITY

I. Date of Production Completion

The film must be completed no earlier than June 1, 2016 and must not have been submitted to the Golden Horse Awards competition in any other form or different version.

II. Film Format

Films accepted to the competition must be in **35mm or DCP (Digital Cinema Package)** that meets industrial standard for theatrical screening.

III. Length of Film

Running time is 60 minutes or shorter, including all credits

IV. Language and Crew

All submissions are required to meet **either** of the following conditions to be considered eligible

- 1 Chinese languages (including official and vernacular languages used in the Chinese-speaking territories of the world; dubbing not included) should be used as dialogue in no less than half of the film. Films with no dialogue **MUST** meet condition 2 as below.
- 2 The director **AND** at least half of the main creative crew must be of Chinese origin. The main creative crew shall be counted from either one of the following fourteen categories: leading actor, leading actress, supporting actor, supporting actress, original/adapted screenplay, cinematography, visual effects, art direction, makeup & costume design, action choreography, film editing, original film score, original film song and sound effects.

RULE THREE AGENDA

- I. Submission opens from June 1 through June 30, 2017. (Monday through Friday, 10:00-18:00)** All required documentation and materials for Preliminary Stage (as specified in **RULE SIX**) **MUST** be delivered to the Committee no later than June 30, 2017. Failure to meet the deadline shall subject the submission to be ineligible

- II. Shortlisted Films**

The Committee will notify submitting companies of shortlisted films by Tuesday, August 15, 2017. All required materials, including DCP, for the Shortlist Stage (as specified in **RULE SIX**) **MUST** be delivered to the Committee no later than Monday, August 21, 2017. Overseas shipment shall be handled by international express courier (e.g. FedEx, DHL). Any achievement submitted for Golden Horse Awards consideration may not be withdrawn after midnight of Tuesday, August 15, 2017.



III. Award nominees will be announced on Sunday, October 1, 2017.

IV. Award winners will be announced on Saturday, November 25, 2017.

RULE FOUR SUBMISSION

- I. Fill in the online submission form on the official website (www.goldenhorse.org.tw), and certified with signature on the hard copy. Eligibility is contingent on the receipt by the Committee all required documentation and materials specified in RULE SIX no later than June 30, 2017. Failure to meet the deadline shall subject the submission to be ineligible.

Please fill in the following forms and provide all requested materials.

1. Submission form (including the Declaration of Compliance with the Rules)

Original copy, completed online then print and signed

2. Download link and password for the submitted film

Cloud storage: Dropbox, Vimeo, Baidu, QQ, etc.

File format: resolution 1280*720, size not exceeding 1 GB, MOV or MP4 format. The content should be the same as the print. Watermark is allowed.

Prior to submission, please confirm the availability of 35mm print or DCP with theatrical screening quality.

3. Synopsis in both Chinese and English

Chinese 100-150 words, English 40-60 words

4. Director profile in both Chinese and English

Chinese 100-200 words, English 40-60 words

5. Minimum of five different stills from submitting film; minimum three photos of director

High- definition (300 dpi or above), in JPG or PNG format, size 500KB-1MB

6. Official screen credit of cast and character (in both Chinese and English), official screen credit of cast and crew (in both Chinese and English)

Word or Excel format, size ~1MB

- II. Submission form shall be completed in traditional Chinese, with English translation for film title, producing companies, producers and directors. All awards, nominations and the official documentation shall be conformed to the official screen credits. The submitting organization shall bear the sole responsibility for any error or omission.
- III. Submission form and Declaration of Compliance with the Rules shall be certified with signature of the company and its leading representative. In the event of any dispute concerning credits, the Committee reserves the right to request for copyright ownership and other official documentation for the purpose of award consideration.
- IV. Submission by individual shall only be made by director or producer. In the case of submission by other member, copyright owner's authorization and identification card must also be presented.



RULE FIVE REGULATIONS

- I.** Film previously submitted to the Golden Horse Awards shall not be submitted again, whether in different version, different title or for any other reason.
- II.** Each film may only be submitted to either live action short film or animated short film. Duplicate submission is prohibited.
- III.** Recipients of Best Live Action Short Film Award and Best Animated Short Film Award shall be director of the films. Companies or organized groups shall not receive nomination or award in this category. Excellence of the entries will be judged on the basis of originality, entertaining nature and production quality without regard to cost of production or subject matter. Films in this category shall not be eligible for all Awards for Individual.
- IV.** All awards shall be conditioned upon the delivery to the Committee of one print (35mm) or one copy (DCP) of the nominated film made by professional company and shall meet the industrial standard for theatrical screening. Such print or copy shall be in a format and of a quality equivalent to its theatrical release. The film shall be in its original language with traditional Chinese and English subtitles. In the absence of required subtitles, the submitting company is liable to the expense for external subtitle projection of the film during the judging process and the festival.

RULE SIX SUBMISSION ATTACHMENT REQUIREMENT

I. Preliminary Stage

All materials shall be delivered by June 30, 2017.

No.	Required Attachments	Note
01	Submission form (including the Declaration of Compliance with the Rules)	Original copy, completed online then print and signed
02	Submission by company: Copy of company license and business registration certificate	Company stamp certification required
	Submission by individual: Copy of ID or passport	
03	Letter of authorization and copy of company license	Required of the authorized agent

II. Shortlist Stage

After receiving notification on August 15, all materials shall be delivered by August 21, 2017.

No.	Required Attachments	Note
01	35mm print or DCP with industrial screening quality (In original language, with Traditional Chinese and English subtitles. In the absence of required subtitles, the submitting company is liable to the expense for external subtitle projection for judging process and during the festival.)	DCP Format: Resolution 2K or higher / 24 FPS or 25 FPS / JPEG 2000 MXF file stored in hard drive with EXT2 or EXT3 format
02	Dialogue list in Chinese and English	Word / Excel format
03	Film trailer in high-definition digital file: One clean and one with subtitle	Video Format: NTSC, 59.94i, 1920*1080, H.264 / ProRes422 or higher, MOV or MP4 format



- III. All costs (shipping, import/export customs, and insurance) incurred during the delivery of print, DVDs and other attachments shall be covered by the submitting company. Submitted materials will NOT be returned, except the original print/copy of the film.
- IV. For films not nominated for official competition, the submitting company is liable to collect the print/copy and cover all fees incurred during the return delivery. Should there be alternative arrangement or request for the return of the print/copy, the submitting company shall notify the Committee prior to submission. The Committee will return the print not nominated for official competition as per the standard procedures of Taipei Golden Horse Film Festival if not notified in advance. Objection or refusal of payment on such fee will not be accepted.
- V. For the nominated films, the Committee will cover the shipping costs incurred in returning the print/copy to the sender, excluding storage and customs fees following the arrival of print/copy at the port in the country where the sender is located.
- VI. Shipping of prints shall be cleared through custom. To expedite the procedure, please fax or email the proforma invoice and AWB to the Committee and HSU LI CHEN COMPANY immediately after the print is shipped. Print/copy sent from Mainland China shall make official custom application and must attach with temporary permit for export.

Print delivery shall be marked as below with notice to Golden Horse Awards:

ATTN: The Motion Picture Development Foundation R.O.C. (Golden Horse Awards)

Contact: Ms. Sally Chen (HSU LI CHEN COMPANY)

Address: 3F., No.25, Aly. 50, Ln. 120, Yongji Rd., Xinyi Dist., Taipei City 110, Taiwan

TEL: +886-2-2764-3509

E-mail: sallychenaf@gmail.com

*** HSU LI CHEN COMPANY only arranges shipping of print. For questions regarding submission, please contact the Committee. (gha@goldenhorse.org.tw)**



RULE SEVEN

CONTACT

Submission shall specify Entry for Golden Horse Awards with following information.

ATTN: Ms. CHEN Wei-chen

Taipei Golden Horse Film Festival Executive Committee (Golden Horse Awards)

Address: 7F, No. 74, Sec. 1, Jhonghua Rd., Taipei City 10842, Taiwan

Tel: +886-2-2370-0456 ext. 286

Fax: +886-2-2370-0360 / 2370-0366

E-mail: gha@goldenhorse.org.tw

RULE EIGHT

AGREEMENT

- I.** Completion of the submission procedure entails that the applicant shall comply with all rules and regulations specified. The applicant, the producer, the producing company, the distributor and related parties of the submitted film are obliged to confirm the legitimacy of the film. The Committee reserves the right to determine the eligibility of submitting film and may refuse films that could jeopardize reputation of the Committee.

- II.** In submitting a film for Golden Horse Awards consideration, owners of the film are deemed to have conveyed to the Committee the right to choose excerpts from the film at the Committee's sole discretion, for incorporation into the Golden Horse Awards telecast and related festival events for the year in which the film is in competition. Owners of the nominated films are obliged, as requested, to submit to the Committee high-definition digital files of trailer and film excerpts.



- III. The applicant must sign the Declaration of Compliance with the Rules as follows
(Will be provided after completing the online submission form)

Declaration of Compliance with the Rules

This declaration is an agreement between [*Company Name / Name*], hereafter known as the Participant, and Taipei Golden Horse Film Festival Executive Committee, hereafter known as the Committee.

The Participant hereby agrees to submit the production [*Film Title*] for entry into The 54th Golden Horse Awards Competition. The Participant has thoroughly read and understood all submission guideline and rules and has completed required submission forms accordingly.

The Participant agrees that submission shall not be withdrawn for any reason after midnight of August 15, 2017.

The Participant agrees to provide one print/copy of the film to be screened during jury process and in festival events from August 21 through December 17, 2017, including Golden Horse Film Festival, Audience Choice Award screening, winning film screening and (no more than once) press screening etc. The owner shall authorize three public screenings free of charge to the Committee; the Committee agrees to pay for additional screening the amount of NTD 3,000 per extra screening, but the total number of screenings shall be no more than six.

The Participant also agrees to provide written information, film stills, posters, film excerpts, film score/song and biography/photo of nominee to the Committee for use in promotional publications, advertising, the festival website, exhibition and the awards ceremony telecast.

If submitted film is nominated for official competition, the Participant shall guarantee delegate attendance at Nominee Party on November 24, 2017 and The 54th Golden Horse Awards Ceremony with Red Carpet on November 25, 2017.

If submitted film was awarded, the Participant agrees to authorize the Committee and provide one copy of the awarding film (clean, with full content) in HDCAM SR or D5-HD format which shall become property of the Committee and placed in the Golden Horse Archive, free of charge, with the proviso that the Committee shall only use it for Golden Horse Awards and related events, but not for commercial gain. For commercial use, the Committee shall obtain additional official authorization from the copyright owner. In the event the awarding film has not released theatrically when being awarded, the copy may be submitted after its theatrical release.

The Participant hereby understands and agrees that the Committee may revoke nomination or award in the event the Participant fails to fulfill the above obligations.

Company Name

Representative

Date YY / MM / DD



RULE NINE NOMINATION REGULATIONS

- I.** In the event a nominated achievement is declared ineligible by the Committee, it shall not be replaced, and the category will remain with one less nomination.
- II.** Nomination list shall be conditioned upon the official submission form. Request for correction shall be filed to the Committee no later than October 14, 2016, with official statement and signature of the original nominee.
- III.** Owners of nominated films shall provide one print/copy of the film to be screened during jury process and in festival events from August 28 through December 17, 2017, including Golden Horse Film Festival, Audience Choice Award screening, winning film screening and (no more than once) press screening etc. The owner shall authorize three public screenings free of charge to the Committee; the Committee agrees to pay for additional screening the amount of NTD 3,000 per extra screening, but the total number of screenings shall be no more than six.
- IV.** Owners of nominated films shall provide written information, film stills, posters, film excerpts and biography/photo of nominee to the Committee for use in promotional publications, advertising, the festival website, exhibition and the awards ceremony telecast.
- V.** All nominees shall fulfill the obligation to attend the Nominee Party on November 24, 2017 and The 54th Golden Horse Awards Ceremony with Red Carpet on November 25, 2017.

RULE TEN AWARDS REGULATIONS

- I.** In the event of more than one winner, each winner shall be given one statuette and one certificate. All winners shall share the cash prize of the award together evenly.
- II.** All cash prizes are subject to the income tax by the Income Tax Act of Republic of China, Taiwan. Recipients shall submit all required documentation and collect the cash prize no later than December 15, 2017. Failing to meet the deadline shall subject the risk of being rejected by the Committee to collect the prize.
- III.** All awarding films (including all categories for film and for individual) shall be submitted to the Committee one copy of the awarding film (clean, with full content) in HDCAM SR or D5-HD format, which shall become property of the Committee and placed in the Golden Horse Archive, free of charge, with the proviso that the Committee shall only use it for Golden Horse Awards and related events, but not for commercial gain. For commercial use, the Committee shall obtain additional official authorization from the copyright owner. In the event the awarding film has not released theatrically when awarded, the copy may be submitted after its theatrical release.



- IV.** In the event of any dispute concerning credits, the Committee reserves the right to declare any achievement ineligible or, alternatively, to reject all claims to credit, list credits as being in controversy and withhold any award until the dispute is resolved.

RULE ELEVEN

JURY

I. Jury Qualification

1. Jury comprises film-related professionals selected and invited by the Committee, including preliminary stage, shortlist stage and final stage.
2. Directors of The Motion Picture Foundation, R.O.C., members of Taipei Golden Horse Film Festival Executive Committee shall not assume the responsibility of jury. Participants of submitting films in the given Awards year (based on the film's official screen credits) may not assume the responsibility of jury in its category.
3. Jury member shall not assume the position for any two consecutive Awards years.
4. No proxies or absence shall be allowed during the jury process. The Committee reserves the right to revoke the designation of jury in such events.
5. In the event of ineligibility for the jury or violation of rules, the Committee shall revoke the designation of the jury member immediately.

II. Jury Regulation

1. Preliminary Stage

Awards consideration is segmented into three phases. All qualified submissions enter preliminary stage in four categories, each with its own jury committee (feature film / documentary / live action short film / animation feature and animated short film). Films are reviewed by each jury committee with open discussion and secret ballot. Candidate who receives a majority of votes shall then stand for further consideration in shortlist stage.

2. Shortlist Stage

Shortlisted films shall all be reviewed by jury upon each award category with open discussion and secret ballot. Outstanding Taiwanese Filmmaker of the Year shall be selected from submissions of nominated films while the jury may also initiate their nomination; recipient shall be voted with open discussion and secret ballot. Nomination list (and the winner of Outstanding Taiwanese Filmmaker of the Year) shall be announced at the press conference.

3. Final Stage

Award winners shall be voted by jury with open discussion and secret ballot. The final winning list will be notarized and sealed by certified lawyers designated by the Committee, and shall be announced at the Golden Horse Awards Ceremony.



RULE TWELVE

LOGO OF GOLDEN HORSE AWARDS

- I.** Logo of Golden Horse Awards may only be used by the nominated films and awarded films in its publication, website and other promotional material. For other usage of logo, additional authorization from the Committee is required.
- II.** For use of Golden Horse Awards logo, user shall apply to the Committee for standard format files.
- III.** Cropping / alternation of original design for the Golden Horse Awards logo is prohibited.