

New Chitose Airport International Animation Festival 2017  
Submission Regulations for Animated Short Film Competition

## 1. Organization

The New Chitose Airport International Animation Festival 2017 is organised by the New Chitose Airport International Animation Festival Executive Committee and the New Chitose Airport International Animation Festival Office.

## 2. Objectives

The New Chitose Airport International Animation Festival was founded to support the discovery of creative expression as inspiration for future development, and to promote such expression worldwide. The festival also intends to create a new forum for international exchange through the artistic culture of animation with New Chitose Airport as a base.

## 3. Festival period

From November 2 to November 5, 2017

## 4. Film submission period

From April 17 to June 30, 2017

## 5. Submission requirements

- (1) Submissions must be animated films with a run time not exceeding 30 minutes, including end credits (all animation techniques acceptable).
- (2) Submissions must be works completed in or after 2015.
- (3) The director or the producer of the film or the entrant must hold the right to screen the film submitted, and all rights to screen the work during the festival must have been secured.
- (4) The entrant is strongly recommended to make the submission available for Internet streaming. However, submissions by post are also accepted if there is a valid reason. For more details, see Section 7-2 Preview films.
- (5) Films that have previously been submitted to the past editions of the festival will not be accepted.

Multiple submissions from the same entrant are accepted as long as the above conditions are satisfied for each one. Individual films must be entered separately.

## 6. Entry fee

There is no entry fee.

## 7. Submission methods

### 7-1. Online Submission Form

- (1) Complete the Online Submission Form (incl. the fields for information on the film and the director) on the event's official website.
- (2) For multiple submissions, complete an Online Submission Form for each film. An automatic email reply confirming receipt will be sent to the email address provided for each one.
- (3) Upload a photo of the director (800 pixels high × 600 pixels wide or larger recommended) and three stills from the film (720 pixels high × 1,280 pixels wide or larger recommended). These will be used on the official festival website, flyers and other advertising materials, and related pamphlets.  
(\*Uploaded photographs may be trimmed for usage.)

### 7-2. Preview films

- (1) Online submission (recommended)

If the film can be submitted online, it must be made available for Internet streaming ([Vimeo](#), [YouTube](#) or other streaming services must be used. Submissions made using FTP or file transfer services will not be accepted) with the URL and password (if applicable) included on the submission form. The

film must remain available for streaming until the end of the festival (November 5, 2017).

(2) Postal submission

Postal submissions may be made on Blu-ray or DVD discs or other discs with containing a Quicktime file compressed by H.264. The film must be on a single disc bearing a designated label (see the Submission Form for details).

Shipping and all other costs related to film submission are the responsibility of entrants. Film materials submitted will not be returned.

- Preview film submission deadline (in case of the postal submission the film should arrive at the festival office till this date): June 30, 2017
- Mailing address:  
New Chitose Airport International Animation Festival Office  
C/o Enleysha Co., Ltd.  
Sapporo Tokeidai Bldg., 9F,  
1, Nishi-2, Kita-1, Chuo-ku, Sapporo, Hokkaido 060-0001 JAPAN

7-3. Translation and subtitles

(1) The official languages of the competition will be Japanese and English.

(2) For Japanese and other non-English films, entrants are advised to embed English subtitles.

(3) If the film is selected, the Festival office will translate dialogue from English to Japanese and produce Japanese subtitles. Accordingly, entrants submitting non-Japanese films are requested to draw up an English-language script to support the production of Japanese subtitles.

The script must be uploaded via the Online Submission Form in either of the following formats:

- Text data file
- PDF file

7-4. Competition categories

The festival features the following three competition categories:

- (A) International Competition
- (B) Japan Competition
- (C) Music Animation Competition

Submissions will be sorted into the relevant category based on judgment by the Festival Office and Selection Committee members. Submissions may be selected for more than one of the categories, which are described below.

(A):

This is the main competition of the festival. Kids jury also select an award if the film is nominated in the Family Program in International Competition.

(B):

This competition is for films produced in Japan or made by international co-production involving Japan as one of the production countries.

(C):

This competition is for films with superior expression in animation and music, such as music videos.

Details of each competition category are given in Section 11 Competitions and Awards.

7-5. Other important notes

(1) Films that have already been screened in Japan or elsewhere may be submitted.

(2) Entrants must obtain permission from rights holders for the music, existing characters and all other elements used in their films before submission. The festival office assumes no responsibility for copyright violations, compensation for damage or other claims from third parties.

## 8. Selection

(1) The Selection Committee will choose films from among all submissions to be screened for competition programs (A) – (C) as listed in Section 7-4 Competition categories.

(2) The festival office will email entrants individually with notification of the results of selection. The results will also be posted on the official festival website.

■ Announcement of the result of the selection: late August 2017 (scheduled)

(3) See the official website for information on Selection Committee members.

(4) No questions or objections to judgment results (such as requests for the disclosure of selection details or reasons for not being selected) will be accepted.

## 9. Screening of films selected

The process for films nominated in the competitions is outlined below.

### 9-1. Screening programs

(1) Nominated films will be screened in competition programs during the festival. They will be judged by the jury for each competitions.

(2) The screening schedule will be determined by the Festival Office.

(3) The festival won't pay any screening fees.

### 9-2. Films for screening

(1) Entrants of the film nominated in the competition programs will be asked to send the screening copy to the Festival Office not later than August 31, 2017. Online data storage services may be used for this purpose.

(2) Shipping and all other costs related to film submission are the responsibility of entrants.

■ A screening copy should arrive on or before August 31, 2017 (scheduled)

■ Mailing address

New Chitose Airport International Animation Festival Office

C/o Enleysha Co., Ltd.

Sapporo Tokeidai Bldg., 9F,

1, Nishi-2, Kita-1, Chuo-ku, Sapporo, Hokkaido 060-0001 JAPAN

(3) For postal submissions, the film for screening (high-definition 1,920 × 1,080 or higher) must be stored on an external hard disc (HDD) or a USB device. QuickTime ProRes422 or QuickTime H.264 digital data formats are recommended. Film (e.g., 35 mm, 16 mm), tape (e.g., HD-CAM) and DVD/Blu-ray discs will not be accepted.

(4) Submitted media will be returned at the festival in person or by post at the expense of the Festival Office after the event to the address provided via the Online Submission Form.

■ Formats of films for screening:

▪ QuickTime ProRes422

▪ QuickTime H.264

\*1,920 × 1,080 or higher recommended

\*Film (e.g., 35 mm, 16 mm) and tape (e.g., HD-CAM) will not be accepted.

■ Resolution of films for screening: 1,920 x 1,080 or larger

■ Non-English films must have English subtitles.

## 10. Compensation for film loss/damage

(1) The festival office assumes no responsibility for loss of or damage caused to films during delivery for submission.

(2) The festival office does assume responsibility for the handling of films during the period from receipt to screening. Compensation will be provided for loss of or damage caused to films to the extent of expenses incurred in copying and sending a duplicate to the Festival Office.

## 11. Competitions and awards

Details of the awards are described below.

- (1) The International Jury will decide the awards for the International Competition and the Japan Competition.

Award	Competition	Prize money/extra prizes
Grand Prix	International Competition	1 million JPY
New Talent Award	International Competition	300,000 JPY
Japan Grand Prix	Japan competition and Japanese films in the International Competition	500,000 JPY

The jury may also present other awards including Jury Awards and Special Mentions.

- (2) The Audience Award is decided through an audience voting system.

Award	Competition	Prize money/extra prizes
Audience Award	All	100,000 JPY

- (3) Kid's Jury will select The Kids Award from among the films shown in the Family Program in the International Competition

Award	Competition	Prize money/extra prizes
Kids Award	Family Program within the International Competition	memento

- (4) The jury for Music Animation Competition will select the award for Music Animation competition:

Award	Competition	Prize money/extra prize
Best Music Animation Award	Music Animation Competition	200,000 JPY

- (5) No questions or objections to judgment results (such as requests for the disclosure of selection details or reasons for not being selected) will be accepted.  
(6) Prize money will be remitted to award winners' bank accounts after withholding of the applicable tax.  
(7) The festival office may establish other awards decided by different criteria.

## 12. Invitations

The festival office will invite a filmmaker or a producer who satisfy certain conditions by covering related costs as described below. The detail is notified of the details by email after the selection.

### ■ Conditions for invitation

Must be one of the following:

- (1) A director or producer whose work has been nominated for the International Competition or the Japan Competition and is able to attend the Award Ceremony to be held on November 5, 2017 (one person per film)
- (2) A director or producer whose work has been nominated for the Music Animation Competition and is able to attend the screening program during the festival period (schedule TBA; one person per film)

Even if the film is nominated in more than one category, only one person is invited.

### ■ If the condition is fulfilled, the festival will cover

- (1) Part of round-trip flight costs (as par the Festival Office regulations)
- (2) Accommodation during the festival (applicable only to hotels arranged by the Festival Office and only for one person)
- (3) Part of meals during the festival (by meal coupon, as par with Festival Office regulations)

### **13. Approval of film usage for publicity purposes**

Entrants grant the festival office the right to use part of their submissions (approximately 10% of the film's total length) and other related images (e.g., stills from the film) for festival publicity unless otherwise stated via the Online Submission Form.

### **14. Special screening**

Submissions may be screened in programs other than the competition programs. Entrants will be informed of such special screenings by email as necessary.

### **15. Matters not covered by the submission regulations**

Any matters outside the range of these regulations will be discussed and determined by the New Chitose Airport International Animation Festival Executive Committee and the New Chitose Airport International Animation Festival Office.

### **16. Agreement to the submission regulations**

Entrants sending submissions via the Online Submission Form will be deemed to have agreed to these regulations. Entrants are requested to read them carefully before submitting.

### **17. Contact**

New Chitose Airport International Animation Festival Office

Address:

C/o Enleysha Co., Ltd.

Sapporo Tokeidai Bldg., 9F,

1, Nishi-2, Kita-1, Chuo-ku, Sapporo, Hokkaido 060-0001 JAPAN

Tel.: +81-11-206-1280 (office hours: weekdays 10:00 – 18:00, closed on Saturdays, Sundays and nat'l holidays)

Email: [info@airport-anifes.jp](mailto:info@airport-anifes.jp)

URL: <http://www.airport-anifes.jp>

The above email address may also be used for reporting issues related to submission, such as input of erroneous information on the Online Submission Form.