



P.O. Box 162 • Newport,  
Rhode Island 02840 (United States)  
• [www.RIFilmFest.org](http://www.RIFilmFest.org)

## **DETAILED FILM SUBMISSION INFORMATION:** **Providence Underground Film Festival Criteria**

There are no category restrictions. Each work is juried solely on its own merits. The Festival seeks any combination of inventive, incisive, bold, vital and otherwise provocative work of any genre.

### **Entry Formats**

1. All entries must be submitted on a DVD (the Festival requires the NTSC format.) Formats accepted for festival exhibition: 35mm, HDCAM, BlueRay, & DVD. **Please Note:** Films in 35mm must have composite optical soundtracks.
2. All entries must have been completed after **June 2006**.
3. Films must be presented in their original language with English language subtitles.
4. Each entry must be accompanied by **1 Entry Form, 1 Payment Form and 1 Signed Regulation Form**.
5. Each entry must be on a separate DVD.

### **Procedures**

Complete and sign the entry form and enclose it with a labeled DVD. Please include also a plot synopsis, cast and crew list, director's biography and entry fee(s). If you would like your DVD entry copy returned, please include a stamped, insured return package with your entry fee.

### **Entry Fee (Non Refundable)**

*(Fee Categories Refer to Festival copies)*

- \$45 per all entries regardless of length. (Special Student rate available.)
- Entry fees are made payable to "RIIFF" by check, money order or credit card
- Fees from outside the USA must be paid by certified check in US dollars or credit card. Please note that no cash should be sent.
- Films submitted after the deadline add a \$10 late fee

### **Film Length Definition**

Feature: 46 min. or longer; Short: 45 min. or less.

### **Agreements**

Submission of a work confirms that the **Rhode Island International Film Festival & PUFF** have permission to exhibit it during the Festival and any Festival Tours. Submission of a work implies that the Festival can employ moving image excerpts and reproduce stills for exhibition promotion.

### **Disclaimer**

Every precaution will be exercised in handling entries, but neither the Festival organizers, employees, sponsors, nor participating organizations can assume responsibility for damage to or loss of materials submitted. All films submitted to play at RIIFF will be previewed prior to exhibition with a log kept of their condition. Filmmakers will be notified if a film arrives damaged.

### **Deadlines**

**VERY IMPORTANT: May 15, 2009 is our main deadline and postmark date.** All Late Festival Entries must be postmarked by **June 1, 2009**. *Accepted Film prints are due no later than July 20, 2009.*

### **Jurying**

All entries are initially reviewed by pre-screening officials. In June, the jury will consider the pre-screeners' semifinalists and any other entries submitted to the Festival they may wish to see. Following the jurors' decisions, a list of Finalists will be determined by early **July 2009**. Acceptance of films to be invited

and shown at **RIIFF** by the Festival Director or Program Coordinator will take place via e-mail in a timely fashion to allow for planning for those wishing to attend the Festival.

### **Shipping Festival Copies**

Video and prints should be marked "*For Festival Screening Only.*" Shipment should be prepaid by the sender. To obtain a notification of receipt; please include with your mailing a self-addressed/stamped postcard. **Do not send via registered/certified mail.**

### **Return Shipping Information:**

RIIFF will cover shipping costs only for return of the work to the point of origin. If a film comes from a domestic source, it will be returned to a domestic location. All video and DVDs shipped domestically and to Canada will be by USPS with a receipt confirmation. All international shipping will be by Fed-Ex air. Unless arranged in advance, no films/ work will be sent out during the main film festival. Return shipping will take place within a three-week period following the festival.

### **Publicity**

If your film is invited to screen at **RIIFF**, please submit whichever of the following materials you have immediately upon notification of acceptance to better aid in Festival publicity of your work: Production stills (electronic copies), press kits, trailers or MPEG video clips for web site inclusion.

### **Travel and Hospitality**

It is **RIIFF's** intention to provide a worry-free environment where people can conduct business and view work with ease. Our staff will be happy to provide for you a list of local hotels and B&B's upon request. We will also provide each attending filmmaker with an hospitality package which will include maps, passes, special offers at restaurants, entertainment complexes and local attractions.

### **Important Additional Information**

You can now designate on this application form if you want your film entered into the **RIIFF Horror Film Festival** (October 2009). This event take place outside the dates for RIIFF, however, you can enter both events with this application form. **Please note that each entry requires a separate fee.** Just make sure you check off on the form which festival you would like to enter. It is possible that you could even have your film accepted and played at more than one film festival event.

### **Competition and Awards**

A panel of jurists comprised of filmmakers and cinema/media professionals, as well as film fans, will award the following (to Festival applicants only). *Note that films not entered officially into the Festival are only eligible for Audience Choice Awards:*

- Best Feature • Best Short • Best Animation/Experimental • Best Score • Best Editing • Best Children's Film • Avid Student Film • Best Documentary • Best Cinematography • Viola M. Marshall Audience Choice • Final Draft Original Screenplay Award • Director's Discovery Award

### **Questions & Information**



*For additional information about the Festival, contact us at*

**RIIFF**  
P.O. Box 162, Newport, RI 02840  
(United States)  
**Street Address:**  
36 RI Avenue, Newport, RI 02840

401/861-4445 • 401/490-6735(f) • [info@film-festival.org](mailto:info@film-festival.org)

*Updated information about the Festival can be found on our web site: [www.RIFilmFest.org](http://www.RIFilmFest.org)*



# OFFICIAL PUFF-RI 2009 ENTRY FORM

P.O. Box 162 • Newport, Rhode Island 02840 (United States) • [www.RIFilmFest.org](http://www.RIFilmFest.org) (Street Address: 36 Rhode Island Avenue, Newport, RI 02840)

Date of Submission: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Web Site URL: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Production Company, if any: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Director's Name: \_\_\_\_\_ Director's Email: \_\_\_\_\_

Producer(s) Name: \_\_\_\_\_ Producer's Email: \_\_\_\_\_

Screenwriter(s) Name: \_\_\_\_\_ Screenwriter's Email: \_\_\_\_\_

Is this a Student Film? Yes \_\_\_ No \_\_\_ Name of your School: \_\_\_\_\_

Film Category: Feature \_\_\_ Short \_\_\_ Documentary \_\_\_ Animation \_\_\_ Experimental \_\_\_

Genre: Action \_\_\_ Drama \_\_\_ Comedy \_\_\_ Romantic \_\_\_ Horror \_\_\_ Thriller \_\_\_ Sci-Fi \_\_\_ Other \_\_\_\_\_

Special Interest: Children's \_\_\_ Japanese \_\_\_ Jewish \_\_\_ Canadian \_\_\_ Gay/Lesbian \_\_\_ NE Filmmaker \_\_\_

## FILM DATA

Year Completed: \_\_\_\_\_ Film Budget (USD): \_\_\_\_\_ Run Time: \_\_\_ min.

Will this be a premiere? World \_\_\_ North America \_\_\_ U.S. \_\_\_ East Coast \_\_\_ NE \_\_\_

Exhibition Formats: 35mm \_\_\_ HDCAM \_\_\_ Digi-Beta \_\_\_ DVD \_\_\_ BlueRay \_\_\_

Aspect Ratio (IMP): \_\_\_ # of Reels (35mm) \_\_\_ • Sound: Mono Optical \_\_\_ Optical Dolby A \_\_\_ Optical Dolby SR \_\_\_

## FILMMAKER INFO

Do you have an agent/manager? Yes \_\_\_ No \_\_\_ • If So, Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Has this project been submitted to other Festivals? Yes \_\_\_ No \_\_\_ • Were you selected? Yes \_\_\_ No \_\_\_

Did you receive an award? Yes \_\_\_ No \_\_\_ • Festival/Awards List: \_\_\_\_\_

How were you introduced to us? Friend \_\_\_ Mail \_\_\_ Ad \_\_\_ Internet \_\_\_ • Name of Magazine/Paper: \_\_\_\_\_

Short Synopsis (125 Words) (as you would like it to appear in our program book): \_\_\_\_\_



### ENTER THIS FILM IN THE FOLLOWING COMPETITIONS: *(check those that are applicable)*

- Providence Underground Film Festival (August 4-9, 2009)
- RIIFF's Horror Film Festival (October 2009)

### FINAL APPLICATION CHECK LIST:

- Completed Entry Form
- DVD preview copy
- Entry Fee in US dollar, plus stamped postcard for confirmation of receipt of entry
- Signed Authorization Form

**THE DEADLINE FOR ENTRY IS MAY 15, 2009. LATE ENTRY IS JUNE 1, 2009.**

# **RIIFF & PUFF FILM FESTIVAL REGULATIONS**

*Important: You must fill out this form, sign and submit it with your application*

1. Acceptance of a film does not guarantee airline or hotel accommodations for talent or production crew.
2. The festival is responsible for the one-way shipment of the print when leaving Providence after last play date; shipping will be to an equivalent point of origin within a three-week period from the Festival's close, unless arrangements are made in advance with the RIIFF Traffic team.
3. The number of screenings, days and venue is at the sole discretion of RIIFF. Programming is subject to change.
4. Permission for RIIFF & PUFF to use an excerpt from any accepted film/video for promotional purposes (not to exceed 2 minutes) is hereby granted unless otherwise noted.

*I hereby warrant and represent that I am or my company is authorized to submit this production to the Rhode Island International Film Festival and to permit the Festival to perform the videotape/film during the Festival. I warrant and represent that the exhibition of the production at the Festival will not violate my copyright or any other right of any person, film or corporation. I understand and comply with the RIIFF guidelines, as stated in the Call for Entries procedures.*

*I hereby warrant and represent that I am or my company is authorized to submit this production to the Rhode Island International Film Festival and to permit the Festival to perform the video/film during the Festival. I warrant and represent that the exhibition of the production at the Festival will not violate my copyright or any other right of any person, film or corporation. I understand and comply with the RIIFF guidelines, as stated in the Call for Entries procedures.*

## **UNSIGNED ENTRIES WILL NOT BE ACCEPTED.**

**Signed:** \_\_\_\_\_

**Print/Type Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Company:** \_\_\_\_\_

## **PAYMENT INFORMATION**

Make check or money order (US dollars) payable to the **Rhode Island International Film Festival™** (or RIIFF). Send your application, materials and payment to: **RIIFF, P.O. Box 162, Newport, RI 02840 USA.** (If you need a street address, please send to RIIFF at 96 Second Street, Newport, RI 02840 USA.)

### **SUBMISSION FEES:**

Film Features/Video/Shorts	\$45 x _____	Student Rate:	\$25 x _____
Late Fee (after May 15, 2009)	\$10 x _____		\$10 x _____
	<b>Total: \$</b>		<b>\$</b>

• Tapes and any other materials sent to the RIIFF will be returned to you provided you include an insured SASE • Make your check or money order (US dollars drawn on a US bank) payable to the **Rhode Island International Film Festival™**, or charge to your credit card • Credit card orders can be faxed to (401) 490-6735.

### **Method of payment (check one):**

Check  Money Order  Visa  MasterCard  American Express  Discover

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature: \_\_\_\_\_

*(Print or Type)*