**2018 Fear Film Fest Brief**

**Required Items:**

* Item: Black Cat
* Phrase: **“Where there is no imagination, there is no horror.” (Sir Arthur Conan Doyle)**
* 3 Production Photos

Basic Steps to Participate in the Festival/ Contest

1. Register yourself/ team at planetreg.com/2018FFF
2. Make a film that meets the film guidelines and includes the required items (Don’t forget to take production photos)
3. Submit your film by 5:00 PM November 9, 2018 online or in person.
4. Join us the Premiere and Awards ceremony on November 17th!

Registration

* Please register before submitting your film. Registration can be completed any time between October 26, 2018 and November 9, 2018 at 5:00 PM.
* Registration is available online at **planetreg.com/2018FFF**
* The registration link is also available at cysff.net and on our Facebook page
* Please only submit **one registration per team.** If your team members change after you register, you can update that information on the forms when you submit your film.
* Online registration is separate from the forms you need to turn in with your film. It gives us an idea how many films to expect and helps us plan for the Premiere.

Film Guidelines

* Films must be between **1** and **7** minutes
* All cast and crew for the film must be 18 years or younger (or currently in high school as of November 9th, 2018). This includes *all* individuals operating equipment, writing the script, editing the film, appearing in the film, etc.
* Films must be completed between **October 26th** and **November 9th, 2018** (Prep work, writing, etc. can be done before October 26th) If there is any question about when the filming took place, the judges may request the original raw video files or editing files to verify when the filming and editing took place.
* Films must be in the suspense/thriller genre. This could include a wide range of subjects and storylines and doesn’t mean your film can’t include other elements like humor, romance, etc., but just there needs to be some element of suspense.
* No sexual content or excess gore. If you have any questions about whether something is appropriate, please contact us.
* Limited profanity is allowed, but nothing that would constitute an “R” rating – no “F” or “C” words. Please use good judgment and avoid any excessive or unnecessary use of profanity.
* The required items and phrase released on October 26th must be included at some point during the film to verify that film was not completed in advance.
* The required items may be incorporated in any way as long as they are identifiable. If you have any questions about this, please contact CYSFF via Facebook or at [info@cysff.net](mailto:info@cysff.net).
* The phrase must be **spoken** and cannot be included only in a written form. This includes having a character in the film speak or using it as a voiceover.
* When films are submitted, please include **3 production photos** from behind the scenes of your film. The photos can show any aspect from behind the scenes of the production, but try to make your photos as creative and interesting as possible! Please submit these photos in a digital format, separate from your film.
* Films may be created using any camera and any editing software.
* Filming and editing must be completed by someone **18 or younger** or who is still in high school. You can borrow the equipment of an adult and get basic instruction on how to operate it from an adult, but the actually work of writing, filming and editing must be done by eligible students.
* ***You must have permission to use any music contained in your film.*** This means that you can use music that you compose, that is public domain or royalty free, music that you otherwise have the rights to use (i.e. music that is part of software you own, such as Soundtrack Pro), or music you have obtained permission to use. *This is not just a CYSFF rule, it is an issue of copyright law.*
* Use the **“Film Sound Track Release Form”** if you obtain permission to use someone else’s music. Music composers do not have to be 18 or under. If you want to use commercially published music, you will most likely need to obtain the licensing rights to use the recording through a service like ASCAP or BMI.
* Some free music resources include: incompetech.com, www.mobygratis.com, freestockmusic.com, pacdv.com, and freeplaymusic.com. Even if music is royalty free, make sure you give proper credit for the music and follow any instructions for giving attribution from the source. If you have any questions about whether you can use music or about getting permission to use music, contact us in advance.
* You must also have permission to film and get a signed **“Location Release”** for any places you film other than your own home or a public outdoor area like the street, sidewalk or a park. This means you must obtain and submit a signed location release for places such as businesses (coffee shop, store, restaurant, office, etc.), public buildings (library, government buildings, etc.), and private residences.
* Any film violating the rules may be disqualified. If you have questions about whether something violates the rules, please ask before submitting your film.

Rules for Film Submission

* Films must be submitted in either Quicktime (.mov) or .mp4 format.
* Film files must be **2GB** or less in size. This may require that you compress or convert your file, so please plan ahead. If you have problems formatting your file so that is small enough, please contact us in advance and we can suggest resources to help you. Files above this size cannot be appropriately transferred and will be rejected.
* Film files must be **playable** at the time they are submitted. Please verify that your file is properly formatted and error free before it is submitted.
* Films may be submitted in person **Friday November 9th, 2017 4:00-5:00 PM** in the Cottonwood Room at the Laramie County Library (1st floor).
* Films submitted in person can be on a USB drive or DVD. If submitted on a USB drive, please mark it with your name and it will be returned at the event on November 17th.
* Please label all files with both the *name of the film* and *team representative* so that we can track your entry.
* If you are unable to submit your film in person, it may be submitted online. All required forms/ photos must be submitted online along with the film. If submitting a film online, please allow for sufficient time to upload files before the deadline.
* **Films can be submitted online** by sending it by email or via “Dropbox” to [**info@cysff.net**](mailto:info@cysff.net)**.** You can also share files via Google Drive or other file storage/sharing services, as long as it is sent to /shared with [info@cysff.com](mailto:info@cysff.com). Contact us via Facebook message or email if you have any questions about or problems with submitting your film online.
* ***All appropriate forms/ items must be submitted along with your film for your entry to be accepted*.** Forms are distributed at the brief release and are available on our website at cysff.net under the “Documents” tab.

These include:

* + **“2018 Fear Film Fest Submission Form”** – Required for all entries
  + **“2018 Fear Film Fest Award Nominations”** form – Required for all entries
  + **“Film Sound Track Release” –** Required only if you need permission to use any music included in your film.
  + **“Location Release”** – Required for all locations you film in other than your own home or outdoor public areas such as the street, a public park etc.
  + **3 production photos** – Required for all entries, please submit in digital format, as individual image files, separate from the film.
* ***All required forms and production photos along with a playable film file of 2 GB or less must be submitted by 5:00 PM on November 9th, 2018. Please plan ahead to allow adequate time for formatting and/or transferring files and to address any technical problems. Late or incomplete submissions will be disqualified.***

Important Dates

* October 26th – “brief” is released and filmmaking begins
* November 9th – films are due
* November 17th, 5:00 PM at the Atlas Theatre – Premiere Event where top films will be shown and awards announced

Exhibition Categories

* For this year’s Fear Film Fest, we are continuing three new “exhibition” categories and awards. These categories/ awards do not require any additional work from filmmakers, but recognize their creativity in new ways!
* These awards include:
  + **“Best Production Photo”**
  + **“Best Use of Required Item”**
  + **“Best Use of Required Phrase”**

Premiere and Awards Event

* The 2018 Fear Film Fest Premiere and Awards Event will be held Saturday November 17th, 2018, 6:00 PM at the Atlas Theater, doors open at 5:30 PM, refreshments provided.
* The top films will be shown on the big screen and prizes and awards will be presented!
* The event is open to the public and we encourage you to invite your friends and family!
* Admission to the awards event is free for everyone involved in making a submitted film and $5 for friends/ family.
* *To be eligible for prizes and trophies****, please make sure that at least one representative from your film is able to attend****. If a representative from your film is not able to attend the event, please make arrangements with us* ***in advance*** *or else prizes and trophies may be forfeited*.

General Festival Information

* Please check out and “Like” our Facebook page at Facebook.com/CYSFF to stay updated on the festival. Information can also be found on our website at cysff.net
* Registration can be completed at **planetreg.com/2018FFF** or by following the link on the Facebook page or website.
* If you have any questions or problems, please message us at our Facebook page or email us at **info@cysff.net** and we will get back to you as soon as possible. We are happy to answer questions and provide whatever assistance we can.