

# 2018 ADG AWARDS – FAQ

## A. ELIGIBILITY & REQUIREMENTS

### 1. Who can enter the ADG Awards competition?

The ADG Awards are open to current members of the ADG only. A current member refers to a member who has paid a membership fee to the Guild at least up until 30 June 2018.

### 2. My membership has lapsed – can I still submit to the Awards?

You will need to renew your ADG membership before you can apply. The online submission portal won't be available if your membership isn't current.

### 3. Can I submit a project to the ADG awards on behalf of an ADG member?

Yes – you can. However, there are certain rules that you need to be mindful of.

- a. The relevant ADG member must provide written consent to the ADG Team in order to access the director's online account and make a submission. This can be done via email to [awards@adg.org.au](mailto:awards@adg.org.au). **For security reasons, the ADG Team cannot provide online login details without this consent.**
- b. As part of the submission, the director and producer (and the client if a commercial/music video) will need to sign the Authority to

Complete form and attach a copy of this document as part of the submission process.

#### **4. What is a “Public Screening”?**

A **public screening** denotes the selection of work screened on any platform by a third party. Platforms include, but are not strictly limited to, cinemas, film festivals, television, subscription video on demand (SVOD), DVD and web/online.

#### **5. My film screened at a film festival ahead of its cinema release. Which one is considered the first public screening for my film?**

In this case, the film festival screening is considered the first public screening.

#### **6. My project had its world premiere at an overseas film festival in May 2016. However, the project had its Australian Premiere in August 2016. Is my project still eligible for the 2018 ADG Awards?**

No – since your project had its first public screening outside the date range (1 July 2016 – 31 December 2017). Screenings that take place on any platform overseas are considered a public screening.

#### **7. I’m submitting a commercial project to the ADG Awards. How should we submit proof of its first public screening?**

For commercial projects - each submission must be accompanied by a signed letter from the client / production company authorising the works entered into

the ADG Awards, confirming the dates the work was/is intended to be first aired. The project must have intended to be aired between 1 July 2016 and 31 December 2017.

The template of the form can be downloaded here:

- [For commercial/music video](#)
- [For other categories](#)

**8. I'm a Student Associate Member of the ADG and want to submit my project to the ADG awards. Am I still eligible if my project hasn't had a public screening?**

There are two points you will need to consider before submitting your project under this category. Firstly, the projects must have been completed between 1 July 2015 and 31 December 2017. Secondly, you must be able to provide a written reference / confirmation from your tertiary institution, confirming that the project/s were made whilst you are/were studying at the institution.

**9. I'm submitting my online drama projects. How can I provide proof of my first public screening?**

There are several ways to provide proof – however the main intention is to show the date when the project will be available online.

- a. Please submit a screenshot of the site where the project is hosted.
- b. If your project was commissioned by a third party, please provide a letter of confirmation from that organisation. The ADG understand these documents are confidential and will not pass documentation on to any

third party. These documents will be used solely to validate the project's first public screening date.

## **B. SUBMISSION PROCESS**

**1. I am a member – but I can't login to my online account. Can I submit my application via email?**

Submissions can only be done online. If you are having issues with your online login details, please contact [awards@adg.org.au](mailto:awards@adg.org.au) or call 02 9555 7045.

**2. I was halfway through filling out my submission when I realised I need to gather more information. Can I save my submission and come back to it at a later time?**

- Yes, the system allows you to save your submission even if it is incomplete.
- To access your unfinished submission, make sure you login to your online membership account, and then go to the "Competition" button where you will find your unfinished or completed submission.

**3. Due to security (piracy) reasons, I cannot provide an online link. Is there another way to submit the screener?**

Please note, in the first instance - ADG do not accept DVD's or passes to cinema screening as part of the submission process. In this situation, please contact [awards@adg.org.au](mailto:awards@adg.org.au) or call 02 9555 7045 (Mon – Friday, 9am – 5pm) before you finalise your submission to discuss alternative options.

**4. Can I pay over the person or by cheque? My credit card is not accepted.**

No, payment will need to be made online. *Please note – the system does not accept American Express.*

Should there are any issues with the payment system, please contact [awards@adg.org.au](mailto:awards@adg.org.au) or call 02 9555 7045.

**5. I have completed my submission but I realised I made a mistake in the submission form. Can I get back in to fix it?**

No – you cannot alter the submission once it has been sent. We highly recommend you check all the details entered prior to payment. Once the payment is finalised, the submission will be considered complete.

The only way for you to make any corrections to the submissions is by providing a written request to ADG Team to make the correction on your behalf. Should this happen, please contact [awards@adg.org.au](mailto:awards@adg.org.au) as soon as possible.

**6. I missed the deadline – can I make a submission via email?**

No, submissions are only accepted via the online submission portal. Once the deadline has passed, the portal will close automatically.