



the 21st ifva awards

獨立短片及影像媒體比賽

HOW TO ENTER
如何提交報名表及作品

Go to <http://www.ifva.com/2015/register/> and create a user account

1. Click “Add Entry” under “My Entry Summary”.

MY ENTRY SUMMARY 我的參賽作品概要

No Entry Found. Please Add Entry !

沒有參賽作品, 請加入。

+ Add Entry 加入參賽作品

Submit Entry(ies) 提交所有參賽作品

2. Follow the instruction and complete the Online Application form.
3. Upon completion of your Online Application, you will go back to “My Entry Summary”. You may enter one or multiple works by using ONE user account.
4. Your Online Application form has NOT submitted until you click “Submit All Entry(ies)”. By clicking the button, you confirm to submit all Online Application and you are not allowed to go back and edit your entries.
5. A confirmation email will be sent to your mailbox (login email address) with details for Work Submission.

6. To submit your work, you have to prepare:

a. Video of your Work (except Media Art Category)

- **5 copies** of DVD
- Format requirement: DVD must be played on any DVD player for residential use
- Please do not attach any making-of or trailer
- If you have more than one submission, please put one film per DVD
- Entry Number, Entrant Name and Entry Title should be marked clearly on each piece of DVD

- Please note that all entries duly submitted will be final. No further amendment and/or exchange of version to the submission can be made

b. Photocopy of identification documents

- Entrants to **Open / Youth / Animation / Media Art Category (Hong Kong Division)** must submit a photocopy of Hong Kong Permanent Identity Card. In case of Joint-Creation Entry, **all entrants** should submit the photocopies of HKID to indicate relevant resident status.

- Entrants to **Media Art Category (Asia Division)** must submit a photocopy of identification documents (e.g. Passport) to indicate resident status. In case of Joint-Creation Entry, **all entrants** should submit the photocopies of identification documents to indicate relevant resident status.

- Entrants to **Asian New Force Category**, no identification documents are required at this stage. Yet, entrants must submit a photocopy of identification documents (e.g. Passport) for eligibility verification upon request. The Organiser reserves the right to disqualify any entry if the entrants fail to provide such document.

- All identification documents are for the purpose of entry eligibility verification only. All documents will be destroyed subsequently.

c. Work Summary

- Upon submission of online application form, you may go to the page **“My Entry Summary”** to click print of the **“Work Summary”**.

d. Subtitles / Additional Information

- For entrants to **Open / Animation / Asian New Force Category**, the Entry must contain English subtitles.

- For entrants to **Youth Category**, if the language of the Entry is not in Cantonese, it must contain Chinese or English subtitles.

- For entrants to **Media Art Category**, the documents and video should be in English or with English subtitles.

Your work shall be submitted to us together with the above materials by mail (postmarked on or before deadline) or by hand to:

✉ **ifva, 8/F Hong Kong Arts Centre, 2 Harbour Road, Wan Chai, Hong Kong**

Deadline of submission: 12th October 2015, Monday 6:00pm Hong Kong Time

If your work is submitted by post, the postmark must be on or before 12 October 2015. If it is submitted in person, your work must reach our office before 6:00pm in Hong Kong time. Late submission, incomplete applications or applications not accompanied with the required documents will not be accepted.

Enquiry

✉ ifva@hkac.org.hk ☎ + 852 2824 5329

✉ **ifva, 8/F Hong Kong Arts Centre, 2 Harbour Road, Wan Chai, Hong Kong**

🕒 10:30 am - 6:30pm Monday to Friday (closed on Saturday, Sunday and Public Holidays)