

The eXchange Film and Art Festival

ENTRY GUIDELINES (FILM):

1. Your film must be no more than 5 minutes in length.
2. Your film can be about ANYTHING but it must contain one or more of the Festival themes – which are '**Sacrifice/ Resurrection/ Forgiveness/ Redemption/ Faith/ Hope/ Love**'.
3. You will be required to submit your application for your film at www.theexchange festival.com between March 1st 2010 and Friday, March 12th 2010.
4. You will be required to enter into an agreement with Hillsong Church by accepting the Terms and Conditions when submitting your application located at www.theexchange festival.com. You must be 18 years of age to enter this agreement. If you are under 18, your parent/guardian must agree and accept these Terms and Conditions. These Terms and Conditions are available as a PDF at www.theexchange festival.com from March 1st 2010. You will be asked to indemnify Hillsong Church Ltd from any third party copyright infringement so it is your responsibility to make sure *release forms are signed and that all your work has appropriate **written permissions (including but not limited to any music, sound effects, film and personnel involved or performing in the film). Examples of releases are available on the website at www.theexchange festival.com Your initial submission between 1st March 2010 and **12th March 2010** will be made via your Vimeo secure account. You will enter your link and password to the Vimeo file in the application form available from the 1st March 2010 at www.theexchange festival.com. The instructions for Vimeo submission and account set-up are below. #
5. Should you be shortlisted, you will be notified by **19th March 2010**, and by the **26th March 2010**, you must provide, at your expense (including postage), your film in both a file format (QuickTime Movie: DVPAL or DVCPR050 codec) on a DVD Data Disc as well as a playable DVD (set to ALL REGIONS). The QuickTime must be headed by a clapper (Reference title card), stating your name, film title, and running time **and your film must be in PAL**.
6. ALL FILMMAKERS MUST ADHERE TO THE FOLLOWING GUIDELINES:
 - DVD Regional code should be set to ALL REGIONS
 - You can record on any DVD disc that you like EXCEPT DVD-RAM
 - Please check that the DVDs playback in your DVD player before you submit them
 - If your DVD doesn't work your entry will be disqualified
7. A Master cue-sheet is to be provided in addition to the DVD's. An example of the master cue sheet is available at www.theexchange festival.com
8. You must ensure that if your film has already been screened in public, that it is not bound by any existing exclusive contractual agreements.
9. Providing a submission to Hillsong Church in line with the entry requirements does not guarantee the use or display of the submitted film.

#Vimeo Set-up instructions

- a. Visit www.vimeo.com, and click "Sign up for Vimeo" button
- b. Choose which Vimeo account you would like (basic will be fine for the festival)
- c. Enter your details and read and accept the Vimeo terms of service, then click "Join Vimeo"
- d. Your Vimeo account needs to be activated by logging into your email account, opening the email from Vimeo and clicking the link (it will take you back to Vimeo).
- e. Click the text button that says "Upload a Video"
- f. Then click the button "choose file", it will take you to your explorer or finder to choose the file. Upload the file (depending on your connection speed, this could take some time).
- g. Click Settings, and then choose Privacy from the menu on the Left of the page
- h. Click Password Protected and enter a password. Make sure you "Save Changes".
- i. Then copy and paste the URL from the address bar somewhere safe. This is the URL you will submit with your password on the

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application form.

***Release Forms**

Signed Release Forms for all works in which copyright exists. This includes literary (i.e. if your film is based on a novel), dramatic (actors), artistic (paintings etc) or musical works (composers), or films, sound recordings, broadcasts and published editions. For clarification purposes, this includes third parties ("Contributor"). For a typical short film, all writers, actors and composers (of original music) must sign a Release Form. You can download Release Form templates from our website www.theexchangefestival.com

****Written Permission for All Music in Your Film**

If you choose to use published (i.e. existing music, for example by a famous band), you will need permission in the form of a license agreement to do so. Hillsong strongly recommends you use original or "copyright free" music in your film to avoid paying license fees which can be quite pricey for popular pieces of music. To obtain the necessary clearances to use existing music, you will need to contact the copyright owner/s of both the sound recording and the underlying composition of your chosen tracks, as often they are separate companies or individuals, and request a license agreement to use their music in "all media" and in "all territories". If you are having trouble with this process, please contact AMCOS (www.amcos.com.au) on 1300 852 388 and they can assist you in tracking down copyright owners and requesting license agreements.

SUBMISSION: Please complete the application form online, accept the Terms and Conditions, and enter the details of the Vimeo link and password. If your Vimeo file is not password protected, your entry will be disqualified.

Shortlisted delivery should be in QuickTime format, DVD copy:

Once we have contacted you to let you know that you have successfully been shortlisted. It is **your** sole responsibility to ensure that it is delivered (by post or courier) by the due date and time to:

"The eXchange" Film & Art Festival"

Attention: Lyn Ollis

Hillsong Church

PO Box 1195,

Castle Hill NSW 1765,

Australia.

(Your entry MUST be received by 5:00pm on the day of the submission deadline (26th March 2010) or it will not be included).

ENTRY GUIDELINES (ART & PHOTOGRAPHY):

1. Your image can be ANYTHING but it must contain one or more of the Festival themes – which are **‘Sacrifice/ Resurrection/ Forgiveness/ Redemption/ Faith/ Hope/ Love’**.
2. We are open to all forms of art whether it be painting (oils, acrylics, watercolours etc), graphic art, sculpting, drawing, sketching and the like.
3. All you need to do is take a good quality digital photo of your work and save it in JPEG, GIFF, PNG or PDF file format (please keep under 2MB).
4. You will be required to submit your application for your photograph or art at www.theexchangefestival.com between March 1st 2010 and Tuesday, March 12th 2010 and upload your photo as per the instructions on the website.
5. You will be required to enter into an agreement with Hillsong Church by accepting the Terms and Conditions when submitting your application located at www.theexchangefestival.com. These Terms and Conditions are available as a PDF at www.theexchangefestival.com from March 1st 2010. You will be asked to indemnify Hillsong Church Ltd from any third party copyright infringement so it is your responsibility to make sure *release forms are signed.
6. Providing a submission to Hillsong Church in line with the entry requirements does not guarantee the use or display of the submitted image.
7. Should you be shortlisted, you will be notified by **19th March 2010**, and by the **26th March** you will be required to submit a physical copy of your artwork to the location you allocate on your entry form – addresses are outlined below. This can be done by mail or in person, however, it is your sole responsibility to ensure successful delivery and no liability for damage will be the responsibility of Hillsong.

To Submit please use application and upload a photo of your image following the instructions that are available at

<http://myhillsong.com/theexchange/the-exchange-artwork-submission>

Upon successful shortlisting of your art, we will be in contact with you after which time you will be required to deliver your completed submission:

IN PERSON:

SYDNEY: To one of the information desks at Hillsong Church at a weekend service OR to the reception at either the Hills Campus (Cnr Norwest Blvd & Solent Cct, Baulkham Hills, NSW), the City Campus (188 Young St, Waterloo, NSW) or South West Campus (5 Watsford Road, Campbelltown, NSW) during a normal business week. Your Artwork should be labelled “The Exchange” with your name on it and attentioned to Lyn Ollis

BRISBANE: To one of the information desks at Hillsong Church, Brisbane at a weekend service OR to the reception at Brisbane Campus (16 Rover Street, Mt Gravatt, QLD) during a normal business week. Your Artwork should be labelled “The Exchange” with your name on it and attentioned to Brigitte Spirovski

LONDON: TBC

CAPETOWN: Please take all Artwork To the Information Desk at Hillsong Church Cape Town at a weekend service. Your artwork should be labelled “The Exchange” with your name on it and attention to Christen Chia.

KIEV: TBC

STOCKHOLM: TBC

PARIS: TBC

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APPLICATION DEADLINE:

All entries must be received by Hillsong Church by 5pm, 12th March 2010 as per Terms and Conditions.

No entries will be considered after this time.

SHORTLIST DELIVERY:

Shortlisted physical art must be received by 26th March 2010.

Entries not received by this time will be disqualified.

***Release Forms**

Signed Release Forms for all works in which copyright exists. This includes literary (i.e. if your film is based on a novel), dramatic (actors), artistic (paintings etc) or musical works (composers), or films, sound recordings, broadcasts and published editions. For clarification purposes, this includes third parties ("Contributor"). For a typical short film, all writers, actors and composers (of original music) must sign a Release Form. You can download Release Form templates from our website www.theexchange festival.com