



# WESTCLIFF FILM & VIDEO CLUB

## GUIDANCE NOTES



1. The organisers will ensure that provision is made to screen entries on VHS, S-VHS, DVD, VCD and SVCD. If you wish to submit entries on any other format, you will be required to provide your own equipment. Please advise the Competition Office at least 7 days prior to the event.
2. Although everyone involved in screening and organising the competition will take the utmost care of your work, we can not offer any guarantees for it's safe keeping and strongly suggest that you submit a copy.
3. If you are submitting more than one video entry, please provide each entry on a separate tape. Failure to observe this may disqualify your entries. Cd's and DVD's with more than one programme, MUST be clearly labelled and each title must be easily accessible. If the disc is configured for 'auto-play' please mark it accordingly. Please use a separate form for each entry, regardless of the format.
4. All tapes MUST be cued to play within 5 seconds.
5. Completed competition entry forms must be handed to the Competition Officer 7 days prior to the event but entries are not required until the day of the competition.
6. After screening, your entry may be retained for further review or inclusion in an Awards Night compilation. If this is not convenient, please bring along a copy that can be retained. All entries will be returned to you in due course.

### SPECIAL CONSIDERATIONS FOR DVD, VCD & SVCD

7. Unlike video tape, you can not assume that all discs will play satisfactorily in the clubs equipment. The format, media brand and even the burner can effect compatibility. It is therefore extremely important that you submit some sample work prior to the competition to satisfy yourself that your submissions will play to your satisfaction. Compatibility is YOUR responsibility. In consideration of this, and note 6 above, you are requested to provide a video copy that can be retained and also used in the event of a problem.

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## COMPETITION ENTRY FORM

*Details of the entry criteria for each competition can be found on the clubs web site*

COMPETITION :- .....

ENTRANT:- .....

TITLE:- .....

DURATION:- ..... DURATION  
of Archive Material:- .....

Please indicate the format of your entry or supply the necessary details:-

VHS       S-VHS       VCD       SVCD

DVD       4:3       16:9

Audio format for VHS & S-VHS video entries:-

HI-FI       LINEAR       MIXED

If the screening of your entry is subject to any special considerations, please tick this box and note the details on the reverse of this form.

*All competition entries must comply with the clubs Competition Rules, a copy of which is available on the club's web site or from the Competition Officer:-*

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