



# 30<sup>TH</sup> ANNUAL GENIE AWARDS

2009 Rules & Regulations

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*Celebrating Canada's Best Cinema*



[www.genieawards.ca](http://www.genieawards.ca)

ACADEMY OF CANADIAN CINEMA & TELEVISION

## **Enter now!**

### ***Genie Rules & Regulations and Entry Forms are on-line:***

The official Rules & Regulations and Entry Forms for the **30<sup>th</sup> Annual Genie Awards** are now available on-line. Download rules and entry forms for dramatic feature length films or theatrical shorts & documentaries from our website at [www.genieawards.ca](http://www.genieawards.ca).

Celebrate our national cinema!

Deadlines for submissions: Early bird: **August 14, 2009 (10% off entry fees)**  
Final: **August 28, 2009**

Nomination announcements: **January 2010**

(\*See the next page of this booklet for detailed deadline dates and 30<sup>th</sup> Genie calendar.)

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Contact your local Academy office for more information:

#### **National Office/Siège social de l'Académie**

49 Ontario Street, Suite 501

Toronto Ontario M5A 2V1

Contact: Louis Calabro

Tel: (416) 366-2227 ext. 234 / Fax: (416) 366-8454 / e-mail: [louis@academy.ca](mailto:louis@academy.ca)

#### **Quebec Division/Québec**

225, rue Roy Est, bureau 106

Montréal Québec H2W 1M5

Contact: Elaine Ethier

Tel: (514) 849-7448 ext. 28 / Fax: (514) 849-5069 / e-mail: [eethier@acct.ca](mailto:eethier@acct.ca)

#### **Western Division/Ouest**

Unit 212-2223 West Broadway

Vancouver, BC V6K 2E4

Contact: Clare Contini

Tel: (604) 684-4528 / Fax: (604) 684-4574 / e-mail: [ccontini@academy.ca](mailto:ccontini@academy.ca)

**Toll Free: 1 800 644-5194**

**The Academy's Canadian Film Listings:** [www.aflick.ca](http://www.aflick.ca)

The Academy's Canadian Film Listings brings you national listings of Canadian Films in current release and coming soon to a city near you! To have your Canadian Film added to the listings, send details to: [info@academy.ca](mailto:info@academy.ca)

***Support & Celebrate our National Cinema!***

### ***Deadline for Entries***

For Dramatic Feature Films and Theatrical Shorts & Documentaries screened between January 1, 2009 and December 31, 2009 the entry deadlines are:

**AUGUST 14, 2009 (early bird)**

**AUGUST 28, 2009 (final)**

### ***Genie Calendar / Deadlines***

*Qualifying Period:*

**January 1, 2009 - December 31, 2009**

*Deadline for Withdrawal from Official*

*Competition:* **October 2, 2009**

*Nominating Committees Convene:*

**December 5, 6, 2009**

*Theatrical Shorts & Documentaries Nominating*

*Committee Convenes:* **December 4-6, 2009**

*Delivery of Release Prints for Shorts & Docs:*

**November 27, 2009**

\* must be prepaid, in 16mm or 35mm or 70mm

*Announcement of the Nominees:* **January 2010**

*Ballot Mailing:* **January 2010**

*Promotional Opportunities Deadline:*

**January 2010**

*Ballot Closing:* **February 2010 TBC**

*30<sup>th</sup> Annual Genie Awards:* **February 2010 TBC**

*Deadline for submission of petitions for changes to the following year's Rules & Regulations:*

**March 5, 2010 by 5 p.m.**

### ***Entry Fee Schedule***

The Entrant understands and agrees that all fees and costs associated with this Entry must accompany the Official Entry Form. Any Entry submitted without such payment will be deemed ineligible, will not be processed and will be returned at the Entrant's cost.

There will be no refunds for Entries withdrawn from competition after: **October 2, 2009.**

#### **DRAMATIC THEATRICAL FEATURE-LENGTH FILM**

(including Animated Feature Film)

- i) Films with production costs of less than \$1,500,000: **\$1200.00**
- ii) Films with production costs between \$1,500,000 and \$5,000,000: **\$2400.00**
- iii) Films with production costs over \$5,000,000: **\$3600.00**

**NOTE:** An Entry will automatically be entered into all Film Categories other than those deemed inapplicable or for which an Entry is ineligible by Entrant or Academy.

#### **THEATRICAL SHORTS AND DOCUMENTARIES**

- i) Best Feature Length Documentary: **\$340.00**
- ii) Best Short Documentary: **\$175.00**
- iii) Best Live Action Short Drama: **\$175.00**
- iv) Best Animated Short: **\$175.00**

**NOTE:** Please make cheques payable to:  
***Academy of Canadian Cinema & Television***

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## *Overview*

The Genie Awards, honouring outstanding achievement in the Canadian film industry, were inaugurated by the Academy of Canadian Cinema & Television in 1980.

Since then the event has grown in prominence and stature to become one of the most prestigious cultural events in Canada. Each year the Genies bring together more than 1600 key film professionals, craftspeople and decision-makers from across Canada to honour, celebrate and promote the talent and accomplishments of the Canadian film industry for a televised gala and promotional campaign.

Each summer the Academy sends out a call-for-Entries to Academy members and related industry members across Canada. Official Genie Rules and Regulations and Entry Forms are posted on the Genie Awards website, [www.genieawards.ca](http://www.genieawards.ca), available for download.

Any Canadian film that meets the current Genie Awards eligibility criteria may be entered for consideration. Entries are submitted by the owner of the film or the owner's authorized representative.

Each voting Cinema Branch Member receives ballots specific to the Craft Branch in which he/she is registered, and all members may vote for Best Motion Picture and all Performance categories. To verify or change your voting registration, please contact the Academy's Membership Department by **December 11, 2009**, in advance of the press conference announcing the nominations. No changes can be made once the nominations are announced.

Nominating Committees are assembled from across the country. Following the committee meetings, the voting ballots are received by the Ballot Accountants, and the Nominees announced. Ballots containing the Nominees are mailed to the Academy's Cinema Division membership immediately following the announcement of nominations.

Members may view the nominated films through a Video-On-Request Screening Program available to all Cinema members during the voting period, hosted by Zip.ca.

Academy members return their ballots directly to the Ballot Accountants who then tabulate the winners in each Category. The winners will be announced at the Awards Ceremony in early 2010.

Special Awards Recipients are proposed by members or recommended by Special Awards Committee, and are subsequently approved by the Board of Directors.

## ***Preamble***

This book contains all the Rules and Regulations and Entry procedures for the 30<sup>th</sup> Annual Genie Awards. Read this book carefully and completely before filling out and returning the Official Entry Form.

### ***How to Recommend Changes to the Rules and Regulations***

The Genie Rules and Regulations are reviewed annually by the Genie Rules and Regulations Committee.

#### **Procedure for Appeals to the Rules and Regulations**

- All Appeals must be submitted before the final entry deadline of **August 28, 2009**
- All Appeals must be accompanied by The Academy of Canadian Cinema & Television Awards Appeal Form, and contain all appropriate documents. Official Appeals Forms can be found online at [www.genieawards.ca](http://www.genieawards.ca).
- Appeals will not be taken into consideration for any Producer Credits under the Best Motion Picture category.
- All submissions of Appeals are to be received by the Awards Director before being considered by the Rules & Regulations Committee.
- No Appeals will be accepted after the deadline.

#### **Procedure for Recommendations to the Rules and Regulations**

- All Recommendations must be submitted before the deadline **April 23, 2010**
- Only members in Active Good Standing may submit Recommendations to the Rules & Regulations Committee.
- All Recommendations must be accompanied by The Academy of Canadian Cinema & Television Awards Recommendations Form, rationale and three (3) letters of support. Official Recommendation Forms can be found at [www.genieawards.ca](http://www.genieawards.ca).
- All submissions of Recommendations are to be received by the Awards Director before being considered by the Rules & Regulations Committee.
- No Recommendations will be accepted after the deadline.

## ***Who Can Enter***

Films may be entered only by the owner of the film or the owner's authorized representative. (See ***Definitions***).

It is not required that the Entrant be a member of the Academy, but it should be noted that only current Academy members in good standing may vote in the Genie Awards.

## ***What Can Enter***

In order to enter, a film is required to:

- i) Qualify as a Canadian film production or co-production <Majority or Minority>
- ii) Have had its first commercial release in Canada in a theatrical venue according to the parameters outlined in *Qualifying Screenings*;
- iii) Have completed its Qualifying Screenings within the Eligibility Period according to the parameters outlined in *Qualifying Screenings*;
- iv) Not have competed for nomination in any previous Genie Awards, Gemini Awards or Prix Gémeaux.

## ***Conditions of Entry***

1. The Entrant warrants that the film is eligible to be entered in accordance with the Genie Awards Rules and Regulations, as contained herein.
2. The Entrant must have received an on-screen credit in the Category in which they are entered. A copy of the credit list as it appears on screen, signed by the Producer is a requirement upon submission of the Entry. In the case of dispute concerning credit, the Academy reserves the right to determine eligibility. In the case of all disputes, the decision of the Academy Board of Directors will be final.
3. The Entrant grants the Academy the right to televise clips of up to two (2) minutes in length during the Awards presentation, to show the whole or any portion of the film during special Academy screenings, and to implement a Video-On-Request Screening Program for membership during the voting period. The Producer must make sufficient screening copies of the film available so that each Academy office may properly service its members for voting purposes.
4. The Entrant warrants that all rights, including rights to the musical score, necessary to exhibit the film within the context of the Genie Awards, are assigned to the Academy. The Entrant further grants to the Academy in perpetuity the right to use any Entry for the future enhancement or promotion of Canadian film or of the Genie Awards. The Entrant covenants to indemnify the Academy from any loss or damage suffered by it in the event that all such rights have not been transferred.
5. The Entrant warrants that all individuals submitted for consideration herein have been notified of this Entry, and that they have been provided with a copy of this Entry form as it pertains to them.

6. The Entrant warrants that the completed Official Entry Form is accompanied by all required documentation as outlined in *How to Enter*. In any case in which the Academy determines that the information required to be provided by the Entrant is inaccurate or incomplete, and that the film is therefore incorrectly entered, the Academy reserves the right to declare the film ineligible for Nominations for any Award.
7. The Entrant acknowledges and agrees that the Academy may, at its sole discretion, determine that no Awards be given in any Category in which the film(s) entered does not meet Academy standards or in which there are insufficient Entries as outlined in the Category breakdown.
8. The Entrant agrees that the Academy of Canadian Cinema & Television will rule on any dispute in matters relating to the Entry, Eligibility, Nominations and/or selection of any film for an Award. The Entrant acknowledges that the Academy's decision shall be final.
9. The Entrant agrees that the Academy will retain one (1) Betacam SP or Digibeta and three (3) DVD copies of the winning films.
10. The Entrant grants to the Academy, in perpetuity, the right to transfer a copy(ies) of the Award-winning film to a volume-storage device such as CD-ROM, for purposes of archival storage, as the Academy deems necessary.
11. The authorized Entrant must agree to permit the National Film Archives to purchase one print of the production for archival purposes.
12. There will be no refunds for Entries withdrawn from competition after **October 2, 2009**.
13. The Entrant's signature on the Official Entry Form signifies understanding and acceptance of the Genie Awards Rules and Regulations.

**Note:** Films may be submitted in any language, however it is highly recommended that films are subtitled in English for the purposes of the membership Video-On-Request Program and for the use of Nominating Committees. A detailed synopsis of the film in both official languages must accompany the Official Entry Form.

# DRAMATIC THEATRICAL FEATURE-LENGTH FILMS

## *Qualifying Screenings*

i) Commercial Screenings

During the period of January 1, 2009 through to December 31, 2009 a minimum of three consecutive weeks (21 days) of screenings in a regular commercial theatre to a paying audience in at least ONE of Vancouver, Montreal or Toronto;

OR

During the period of January 1, 2009 through to December 31, 2009 a minimum of two consecutive weeks (14 days) of screening in a regular commercial theatre to a paying audience in ONE of Vancouver, Montreal or Toronto AND one week (7 days) of screening in a regular commercial theatre to a paying audience in ONE of Calgary, Edmonton, Winnipeg, Ottawa, Hull, Quebec City or Halifax;

OR

During the period of January 1, 2009 through to December 31, 2009 a minimum of two consecutive weeks (14 days) of screening in a regular commercial theatre to a paying audience in ONE of Calgary, Edmonton, Winnipeg, Ottawa, Hull, Quebec City or Halifax;

**Note:** A letter from the film's distributor and a letter from the film's exhibitor, confirming the dates and venues of said commercial release, is a requirement to be submitted with the Official Genie Entry Form.

## *Who Can Get an Award*

Awards will only be granted to persons receiving an eligible credit in an official Genie Entry or who have received credit in positive prints of the film in the appropriate Award Categories.

**Rule Amendment:** Minority co-productions are eligible to be nominated for Best Motion Picture as are the craft and performance categories in those films in which Canadians contribute. Where, however, the director and/or screenwriter(s) are Canadian, a minority co-production will be deemed a majority Canadian co-production for the purposes of eligibility in all categories of the Genie Awards.

Subject to all of the above Rules **Dramatic Theatrical Feature-Length Films** are eligible for:

- Best Motion Picture
- All Performance Categories
- All Craft Categories

## *How to Enter*

The Authorized Person (See *Definitions*) must agree to all Conditions of Entry detailed herein, and submit to the Academy, by **August 14, 2009 (early bird), August 28, 2009 (final)**:

- 1) A completed Genie Awards Official Entry Form, duly signed by the Authorized Person (See *Definitions*) together with all additional required materials and documentation;
- 2) 1 Betacam SP full-length copy OR 1 Digibeta full-length copy of the film;
- 3) A copy of the complete screen credits as they appear in the film, signed by the producer;

**Note:** All films are automatically entered into all Eligible Categories unless there is no screen credit in a particular Category or unless the Entrant indicates, on the Official Entry Form, that a particular Category is not applicable. A letter from the Producer must be submitted with the Entry Form if an individual listed in the credits is not to be considered in a corresponding Craft Category.

- 4) A short synopsis of 60 words or less and a detailed one-page synopsis of the film in both official languages;
- 5) Two (2) complete Media Kits with images of all entered performers and director (photo CD preferred), posters (3), title treatment/graphic, bios, etc. (See *Definitions* for complete list)
- 6) 35 DVD copies of the film. It is highly recommended that films are subtitled in English if English is not the original language of the film;
- 7) A list of current home addresses, phone numbers and e-mails of each individual entered for consideration is crucial in order to notify nominees in adequate time to receive their Certificates, Award Ceremony tickets, etc. Production Company addresses are not acceptable;
- 8) A copy of Canadian Certification from either CAVCO or CRTC; or a letter of Certification stating the Canadian percentage and other if the film is an official Canadian Treaty Co-Production;
- 9) Two letters are required confirming the date(s) and venue of the film's screening: One letter from the Distributor and one letter from the Exhibitor(s);
- 10) Total Entry Fee, as applicable (See *Entry Fee Schedule* at beginning of this booklet);
- 11) In the case of multiple individuals entered in one Category, the first person listed will be considered to be the person designated to receive the statue and be the designated spokesperson;
- 12) In the event of a Best Motion Picture Nomination, the authorized Entrant will permit one public screening of the Entry in each of Vancouver, Montreal and Toronto, to be organized by the Academy for Genie Awards promotional purposes in 2010.

## *Award Categories*

### **FILM**

Category: Best Motion Picture  
Required Credit: Producer

*Note:* The following credits are **not** eligible: Executive Producer and Associate Producer

### **ART DEPARTMENT**

Category: Achievement in Art Direction/Production Design  
Required Credit(s): Art Director or Production Designer

*Note:* Upon written recommendation from the Art Director submitted with the Entry form the Set Decorator may also be entered.

Category: Achievement in Costume Design  
Required Credit(s): Costume Designer or Wardrobe

### **NEW CATEGORY:**

Category: Achievement in Make-Up

*Note:* First entrant listed *must* have a credit of either Key Make-Up or Department Head Make-Up. A single entrant who performs both Make-Up and Hair duties is **not** eligible for submission. A production may also enter up to two additional entrants with required credit(s) including the following:

Key Make-Up Artist, Personal Make-Up Artist, Make-Up Designer/Supervisor, Special Make-Up Effects Artist/Creator/Designer/Supervisor, Head of Hair Department, Key Hairstylist, Personal Hairstylist.

### **CINEMATOGRAPHY**

Category: Achievement in Cinematography  
Required Credit: Director of Photography

### **DIRECTION**

Category: Achievement in Direction  
Required Credit: Director

*Note:* A letter from the Director confirming eligibility for the Claude Jutra Award must be submitted with the entry form, if applicable. Please refer to the *Special Award Categories* section for information on the Claude Jutra Award.

### **EDITING**

Category: Achievement in Editing  
Required Credit: Editor

## MUSIC

Category: Achievement in Music – Original Score  
Required Credit: Composer

Category: Achievement in Music – Original Song\*  
Required Credit(s): Composer and Lyricist

**Note:** The complete original score for the Entry must be submitted on CD. All music entries are required to be accompanied by a music cue sheet with needle drop submissions clearly marked, composer name(s), publisher name(s), title of cue and duration of cue. This music cue sheet must be included for every piece of music in the film including those not written by the composer(s). Failure to provide cue sheets for all pieces of music may result in disqualification of the music score submission.

### **\*Special Regulations for Achievement in Music - Original Song:**

- This Award will be given to the original language version of the song.
- A maximum of two (2) songs may be entered from any eligible film.
- The song must have been written specifically for the production.
- There must be a minimum of four (4) eligible Entries for a nomination to be made or an Award given in this Category.
- Original song entries must be accompanied by a compact disc recording of the song(s) entered OR an mp3 file
- Original song entries must be accompanied by lyric sheets in both official languages.
- All song entries are required to include a letter from the songwriter(s) guaranteeing that the film contains the first public usage of the entered song;

## PERFORMANCE

A Lead is defined as the performer whose character carries the story and upon whom the story is based.

A Support is defined as the performer whose character supports both the story and the lead characters.

For all Performance categories:

Category: Performance by an Actor in a Leading Role  
Category: Performance by an Actor in a Supporting Role  
Category: Performance by an Actress in a Leading Role  
Category: Performance by an Actress in a Supporting Role  
Required Credit: Actor/Actress credited in role

**Note:** A two-line description of each performer's role must be included with the entry form. Captions must be provided on all film stills, action shots of performers and all images submitted on photo CD. If all the dialogue of any role has been dubbed by another performer, the performance is deemed ineligible. Singing that has been dubbed will not affect the performer's eligibility unless it constitutes the entire performance.

## **SOUND**

Category: Achievement in Overall Sound  
Required Credit(s): Recording Mixer, Sound Re-recording, Sound Mixer, Production Sound Mixer, Dubbing Mixer, Location Sound, Location Recordist

*Note:* Location Sound and Location Recordists are not eligible if the film has been subject to massive dialogue replacement.

Category: Achievement in Sound Editing  
Required Credit(s): Supervising Sound Editor, Sound Design, Dialogue Editor, Dubbing Editor, ADR Editor, Sound Editor, Sound Effects Editor, Supervising Dialogue Editor, Effects Designer, Post-Sync Dialogue Editor, Special Sound Effects provided by, Loop Dialogue Editor, Music Editor, Foley Artist.

*Note:* The eligible positions will be determined or finalized in consultation with the Sound Supervisor(s) on the project, the Producer, and the Academy's Sound Branch Representative. In the case of a dispute, the Academy's Sound Branch Representative will have final authority.

The Producer must designate the key sound personnel who contributed to the production. In special situations in which the Entrant feels that more than the allowable maximum key sound personnel on a production qualify for Entry, a written appeal may be made at the time of Entry.

## **SCREENPLAY**

Category: Original Screenplay\*\*  
Category: Adapted Screenplay\*\* (from another medium – i.e. based on a previously published or produced work).  
Required Credit: Screenwriter

*Note:* A complete production script must be submitted with the entry form.

### **\*\*Special Regulations for Original Screenplay and Adapted Screenplay:**

- Two (2) screenplay Awards will be given in years in which there are five (5) or more eligible Entries in each of these two Categories.
- If there are fewer than five (5) eligible Entries in either Category, then the Categories will be collapsed into one Best Screenplay Award.
- A Screenwriter is defined as the person who writes the entire work for the screen embodying individual scenes, full dialogue and/or monologue, narration (if required) and any other description or details necessary to facilitate production.

## *The Nominating Process – How It Works*

1. Two Nominating Committees select Genie Award Nominees. A Chairperson will be selected by the Academy to head each Committee and invite members from across Canada to participate, in consultation with the individual Branch Representatives of the Academy's Board of Directors. One Committee, which includes directors, writers, performers, producers, scholars and critics, will be responsible for selecting Nominees for:
  - Direction
  - Screenwriting (Original and Adapted)
  - Performance (Male and Female Lead, Male and Female Support)

The other Nominating Committee, comprised of practitioners of each of the respective crafts, will be responsible for selecting Nominees for:

- Art Direction/Production Design
- Costume Design
- Make-Up
- Cinematography
- Editing
- Music (Original Score and Original Song)
- Sound (Overall and Sound Editing)

Both Nominating Committees will together select the Nominees for Best Motion Picture.

2. Committee Members will be expected and encouraged to screen the entered films during their regular theatrical release or festival circuit whenever possible. In the event that a film cannot be screened in its ideal environment, the Committee Member will be supplied with a DVD of the film. Both Committees will then convene to reach a consensus on the top five nominations in their Categories.
3. Films are evaluated according to specific criteria that were developed by the Branch Representatives of the Academy's Board of Directors in consultation with the Branch members. Key members of the Music community, for example, developed the criteria used to assess Original Music Score and Original Song. The same principle was applied to Direction and Screenwriting and so on. It is not simply a matter of a well or poorly made film; it is the critical analysis of all aspects of the film that will determine the nominees.

**Note:** An entrant may be moved from lead performance to support performance or vice versa, or added to the eligible performers list as the Nominating Committee sees fit, provided the situation in question meets all other qualifying criteria.

## *Special Award Categories*

### *Claude Jutra Award*

This award is presented to honour an achievement by a Canadian director in his or her first dramatic theatrical feature-length film. In addition to applying for the Claude Jutra Award the film must qualify for, and be entered into, competition in the Genie Awards subject to the normal Rules and Regulations. In the event that there are one or more eligible films for this Award, the Nominating Committee for Direction will select a winner. As with any Entry, the Committee may decide not to present the Award. This Award does not affect the film's or the filmmaker's eligibility for other Genie Awards. If applying for the Claude Jutra Award, a letter from the director, confirming his/her eligibility for this Award must accompany the Official Entry Form.

### *Special Awards*

To honour outstanding achievement in a Category for which there is no annual Award, or in recognition of exceptional achievement in filmmaking or service to the film industry, a Special Award may be recommended by Academy members to the Board of Directors. Deadline for Special Award recommendations is **November 27, 2009**. Please contact the National Office for an Official Nomination Form.

# THEATRICAL SHORTS AND DOCUMENTARIES

## *Qualifying Screenings*

i) Commercial Screenings

During the period of January 1, 2009 through to December 31, 2009, a minimum of three (3) theatrical screenings to a paying audience other than a festival;

**Note:** A letter from the film's distributor and/or exhibitor, confirming the dates and venues of said commercial release, **MUST** accompany the Official Genie Entry Form;

OR

ii) Festival Screenings

During the period of January 1, 2009 through to December 31, 2009, winner of a "Best Of" or comparable distinction at an Approved Canadian or International Festival.

**Note:** A letter confirming the screening and that the film has won a "Best Of" or comparable distinction from the Executive Director or Director of Programming from said Festival is required to accompany the Official Genie Entry Form. Please contact the National Office of the Academy for a complete list of approved Canadian and International Festivals.

## *Who Can Get an Award*

Awards will only be granted to persons receiving an eligible credit in an official Genie Entry or who have received credit in positive prints of the film in the appropriate Award Categories.

Subject to all of the above Rules **Theatrical Shorts and Documentaries** are eligible for:

- Best Feature Length Documentary or
- Best Short Documentary or
- Best Live Action Short Drama or
- Best Animated Short

**Rule Amendment:** Films submitting for any of *Best Feature Length Documentary*, *Best Short Documentary*, *Best Live Action Short Drama* or *Best Animated Short* categories may now qualify and submit in any of the following formats: Film: 16 mm; 35 mm; 70mm, Video: Betacam SP / NTSC; Digibeta / NTSC. See **How to Enter** for complete submission requirements.

## ***How to Enter: Theatrical Shorts and Documentaries***

The Authorized Person (See ***Definitions***) must agree to all Conditions of Entry detailed herein, and submit to the Academy, by **August 14, 2009 (early bird), or August 28, 2009 (final)**:

- 1) A completed Genie Awards Official Entry Form, duly signed by the Authorized Person (See ***Definitions***) together with all additional required materials and documentation;
- 2) 1 Betacam SP copy of the film;
- 3) A copy of the complete screen credits as they appear in the film, signed by the producer;
- 4) A short synopsis of 60 words or less and a detailed one-page synopsis of the film in BOTH official languages;
- 5) A complete production script;
- 6) Four complete Media Kits complete with photos, bios, etc.;
- 7) 18 DVD copies of the film. It is highly recommended that films are subtitled English if this is not the original language of the film;

**Note:** Entry DVDs will not be returned unless a request and special arrangements have been made at time of entry. DVDs not returned will be destroyed 60 days following the Awards Show.

- 8) A list of current home addresses, phone numbers and e-mails of all individuals entered for consideration;
- 9) A copy of Canadian Certification from either CAVCO or CRTC;
- 10) A letter from the Distributor AND a letter from the Exhibitor(s) confirming date(s) and venue(s) of the film's screening

**OR**

- 11) A letter from the Executive Director or Director of Programming of an eligible Festival confirming the film's screening(s) and that it has won a "Best Of" or comparable distinction (Contact the National Office of the Academy for a complete approved Canadian and International Festivals list).
- 12) Total Entry Fee, as applicable (See ***Entry Fee Schedule*** at beginning of this booklet);
- 13) **IMPORTANT requirement for film format submissions:** \*Confirmation of delivery by **November 27, 2009** of one release film print of the entry (35mm, 16mm or 70mm) PREPAID.
- 14) In the case of multiple individuals entered in one category, the first person listed will be considered to be the person designated to receive the statue and the designated spokesperson.

## *Award Categories*

### **BEST FEATURE LENGTH DOCUMENTARY\***

Required Credit(s):     Producer and Director

### **BEST SHORT DOCUMENTARY\***

Required Credit(s):     Producer and Director

\*If three (3) or less films are entered in either Best Feature Length Documentary or Best Short Documentary, then the two Categories will be combined and only one Award will be presented for Best Documentary.

### **BEST LIVE ACTION SHORT DRAMA\*\***

Required Credit(s):     Producer and Director

### **BEST ANIMATED SHORT\*\***

Required Credit(s):     Producer and Director

\*\*If two (2) or less films are entered in either Best Live Action Short Drama or Best Animated Short, then the two Categories will be combined and only one Award will be presented for Best Short Film.

## *The Nominating Process – How it Works*

1. A Chairperson will be selected by the Academy to head the Theatrical Shorts and Documentary Nominating Committee to invite Committee members from across Canada.
2. Films are evaluated according to specific criteria that were developed by the Branch Representatives of the Academy's Board of Directors in consultation with the Branch members. Key members of the Theatrical Short and Documentary community developed the criteria used to assess the Feature Length and Short Documentary, Animated Short Film and Live Action Short Drama categories.
3. The Nominating Committee for Theatrical Shorts and Documentaries will select the Nominees in the Categories of Feature Length and Short Documentary, Animated Short Film and Live Action Short Drama by individual secret ballot at a Nomination Screening Weekend. Entries receiving the highest number of points in their respective Categories as determined by the Nominating Committee, will become the Nominees for final balloting in that Category.
4. The Rule for "tied" Nominations for Theatrical Shorts and Documentaries will be applied as follows:

If the tabulation of Nominating points for any Category produces a tie that would result in six (6) Nominees for that Category, the Nominees so tied will NOT appear on the final ballot. If, as a result of deleting these extra Nominations, the number of Nominees on the final ballot is fewer than three, the Accountant will advise the Academy, which, in its sole discretion, will decide the number of Nominees to appear on the final ballot.

### *Number of Nominations*

5. Nominations for Theatrical Shorts and Documentaries will normally be made, and an Award will be given, in any Category in which there are four or more eligible Entries. If there are four eligible Entries, there will normally be two (2) nominations. If there are between five (5) and eight (8) eligible Entries, then there will normally be three Nominations. In the case of "ties" in the aforementioned Categories, the Academy will decide the number of Nominations. If there are nine (9) or more eligible Entries then there will normally be five (5) Nominations.

## **NOMINATING COMMITTEE POLICIES FOR ALL CATEGORIES**

### ***Conflict of Interest***

1. A Nominating Committee Member is not allowed to judge his or her own work in a film. If an unexpected conflict of interest should arise the Nominating Committee Member in question will be disqualified from voting. Each Nominating Committee Member is required to sign a Conflict of Interest form prior to the commencement of judging.
2. All Committee deliberations are strictly confidential. Nominating Committee Members may not disclose their discussions or final decisions outside the Committee Sessions.
3. Nominating Ballots are sent directly from the Theatrical Shorts and Documentaries Committee site in sealed envelopes to the Ballot Accountants who will tabulate them.

### ***Nominating Committee Prerogative***

4. Nominations will not be put forth in Categories in which, in the opinion of the applicable Nominating Committee, the submissions entered do not meet Academy standards.

# MEMBERSHIP VOTING

## *Final Balloting*

1. Once the Nominees have been determined, final ballots will be prepared for each Category and mailed to Eligible Cinema Division Members. Nominees will be presented alphabetically in each Category. A complete list of Nominations will be supplied to each Voting Member along with their respective ballots.
2. DVDs and streaming video of the Nominated Films will be available to eligible Voting Members during the final voting period through hosted by Zip.ca. Information on how to access this program will be included with the ballot package.
3. Final voting in each Category is determined by the Voting Member's respective Branch affiliation. Ballots for Best Motion Picture and all Performance Categories will be mailed to the entire Cinema membership.
4. Completed Voting Member Ballots are mailed directly to the Ballot Accountants who will tabulate the results.

## *Promotional Opportunities*

After the nominations have been announced, the Academy mails ballots to the Voting Membership and offers the nominated films' producers/distributors an opportunity to promote their film(s) through the following promotional options:

### **WEBSITE LINK:**

Through the Academy website [www.genieawards.ca](http://www.genieawards.ca) the Academy will provide two (2) links to a nominated film's website. One link will be positioned within the nominated film listings on the Genie website. The second link will be listed in a national email sent out to the voting membership informing them of the promotion web pages. If a nominated film is currently playing theatrically the Academy can include a link as part of the Canadian Film Listings, at [www.aflick.ca](http://www.aflick.ca).

Links will be posted on the Academy website within 48 hours of receiving the link.

Producers will be notified of the Promotional Deadline in **December/January 2010**.

## ***Statues and Certificates***

### ***Certificates***

All Nominees will be provided with ONE (1) personalized Nomination Certificate with their name in calligraphy on it. Winner Certificates will be available for winners.

Copies of Certificates may be ordered, prepaid, through the Academy's Programming Department. Only Nominees' and Winners' names may appear on their respective Certificates.

### ***Citations of Recognition***

Citations of Recognition are available for purchase by Genie Winners as recognition and appreciation of those individuals with an on-screen credit (subject to the approval of the Rules and Regulations Committee), who materially contributed to the Genie-winning effort. Citations of Recognition may be ordered, prepaid, through the Academy's Programming Department.

### ***Statues***

In the case of multiple individuals entered in one category, the first person listed will be considered to be the person designated to go on stage to receive the statue and make the acceptance speech unless otherwise indicated by the Entrant. Statues will not be made available to, and cannot be purchased by, anyone other than the Winner.

### ***Genie Lapel Pins***

Genie Lapel Pins are available to all Official Nominees. They may be requested through the Academy's Programming Department.

# APPENDICES

## *Definitions*

### **ALTERNATIVE THEATRE**

(applicable to Theatrical Shorts and Documentaries only)

A public theatre that charges admission and that programs a mix of documentaries and short films in addition to specialty films, and which is occasionally supported with advertising in newspapers and/or via newsletters.

### **ANIMATED SHORT**

Any Canadian animated film with a maximum running time of 30 minutes.

### **AUTHORIZED SIGNING PERSON**

Individual, generally the Producer, Executive Producer, Distributor, Canadian Licensee or Copyright Owner, who owns and controls the rights to the production.

### **BALLOT ACCOUNTANTS**

PricewaterhouseCoopers

### **CANADIAN FILM**

One that satisfies the CAVCO criteria for qualification as a Canadian Certified production, and/or by the CRTC criteria for qualification of a production as Canadian content, subject to eligibility restrictions outlined under *Who Can Get an Award*.

### **CANADIAN SHORT AND DOCUMENTARY FILM**

One that qualifies as a Certified Production under the Regulations applied by the Minister of Canadian Heritage.

### **DRAMATIC THEATRICAL FEATURE-LENGTH FILM**

One that is not a Documentary, has a MINIMUM running time of 75 minutes and for which the first commercial release in Canada is theatrical.

### **FEATURE LENGTH DOCUMENTARY**

Any Canadian feature-length non-fiction film with a MINIMUM running time of 60 minutes.

### **LIVE ACTION SHORT DRAMA**

Any Canadian dramatic film with a MAXIMUM running time of 30 minutes.

### **MEDIA KIT**

For Awards Entry purposes, a media kit is expected to consist of: a short synopsis of no more than 60 words in both official languages; biographies of principal actors, producer(s), and director; at least 3 film posters, a DVD of the trailer and/or EPK; images (photo cd preferred) of principal actors and the director as well as film stills, and film title treatment/graphics clearly labeled and captioned.

### **REPERTORY THEATRE**

A public theatre that charges admission and that regularly programs a mix of first-run and second-run movies occasionally supported with advertising in daily newspapers.

### **SHORT DOCUMENTARY**

Any Canadian non-fiction film with a maximum running time of 59 minutes.

## **GENIE RULES & REGULATIONS COMMITTEE**

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Paul Gratton  
Deirdre Bowen  
Julia Sereny  
Michael Spencer  
Robin Smith  
Gregor Ash  
Andy Malcolm  
Donald Mowat

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# NOTES