



April 5 - April 19, 2018

# ENTRY FORM



International  
Latino Cultural Center  
of Chicago

[ChicagoLatinoFilmFestival.org](http://ChicagoLatinoFilmFestival.org)  
55 W. Van Buren St., Suite 310  
Chicago IL 60605 USA

## Deadlines

- **December 15, 2017:** To be considered for the Chicago Latino Film Festival, a film screener (link or DVD) and a complete entry form must be submitted by this date.
- **March 16, 2018:** Exhibition copy: (DCP) must arrive by this date.

## Festival Mission

The Festival promotes Latino culture in the United States by presenting the finest and most recent films from Latin America, Spain, Portugal, and the United States. The Festival stresses the importance of the artistic and educational value of film. The Festival is non-competitive. However, the most popular feature narrative, documentary and short are given the Audience Choice Award – announced on Friday, April 27, 2018.

## Submissions

An entry fee of \$50 USD for features & \$30 USD for short films is required per work. Features must have a running time of 70 minutes or above & shorts must be less than 20 minutes. Films from Latin America, Spain, Portugal and the United States are considered as well as works from other countries if the director is of Ibero-American descent, or the subject matter is directly related to Latino culture. Films with an educational value, strong historical and artistic importance are also considered. The Festival presents all forms of filmmaking including, animation, documentaries, experimental, narrative, etc. The Festival encourages the submission of works for young audiences as they are screened for students during matinees.

The Festival's Film Selection Committee selects all features and shorts. The following formats are acceptable for pre-selection:

- Secure online screener (Vimeo)
- DVD (Region 0 or 1)

If your work is in a language other than English, your submission must include English subtitles.

## Acceptance Notification

All participants will be notified through email by early February 2018 whether or not the work submitted was selected for the 34th Chicago Latino Film Festival.

## Acceptance Terms

Selected films must be a Chicago premiere. Films that have screened publicly or theatrically in the Chicago area, have aired on US television, or are available for public viewing (DVD or online) prior to the Festival dates are NOT eligible.

Upon acceptance to the film festival, you must provide the Festival with the following materials:

- Synopsis in English and Spanish (Portuguese for films from Portugal or Brazil)
- High-resolution photos of the film
- Film trailer available online
- Press kit, social media links & website (if available)
- Principal cast and crew information
- List of festivals films has participated (if any)

## Scheduling

The Festival reserves the right to schedule all films at the date, time and location of its choice. All films will be screened at least twice during the Festival.

## Screening Copy Requirements

Films are screened in DCP (Digital Cinema Package). The Festival will provide you with server information, if applicable. Costs of generating KDMs will be the responsibility of the film's representative. Blu-ray will not be accepted as a screening format except for short films and only when you have notified the Festival in advance. The Festival won't screen a film that is technically unsuitable for a successful exhibition. Films are presented in their original language. All films in a language other than English must be subtitled in English. Clearly label the film with its original and English title and running time.

## Shipping

Shipping costs of all submission materials to the Festival will be paid by the participant, including customs fees and taxes. Mark packages clearly with the title of film, the Festival's address, and sender's return address. For international shipping, the customs declaration must read: "Cultural material of no commercial value" Send the Festival the airway bill number by email: [film@latinoculturalcenter.org](mailto:film@latinoculturalcenter.org) For films selected, the Festival will only cover one-way shipping costs for the return of the exhibition copy.

## Guest Participation

The Festival holds discussions following film screenings with visiting representatives or filmmakers. Everyone is encouraged to attend but the festival can only cover travel and hotel expenses of a limited number of feature film guests. Guests are expected to attend the public screenings of the film they represent. Invited filmmakers will be notified by email.

## Film Library

The International Latino Cultural Center of Chicago (ILCC) produces events throughout the year including workshops, retrospectives and premieres. In addition, the ILCC maintains a cinema library as a resource for educators, filmmakers, distributors, television stations, and our members. The film library is composed of past participating Festival films and is used for educational and non-commercial purposes. If your film is selected, and unless otherwise indicated, you grant the Festival permission to keep the preview copy in its film library, which is available for research and non-commercial screenings.

## Liability

The Festival assumes responsibility for films received and will ensure the films safety. In case of loss or damage, the Festival's obligation will be limited to reimbursement for the cost of making a new copy, in accordance with the value indicated on the submission form.

Participation in the Chicago Latino Film Festival implies acceptance of all the above Festival requirements. In case of disagreement due to reasons not covered in these guidelines, the Festival retains the right to the final decision.

## SEND ENTRY FORM AND ONLINE SCREENER TO:

[Film@LatinoCulturalCenter.org](mailto:Film@LatinoCulturalCenter.org)

## SEND FILM TO:

International Latino Cultural Center  
55 W. Van Buren Street, Suite 310  
Chicago, IL 60605

All of the following required materials must be received before December 15, 2017 for consideration:

- Completed submission form.
- \$50 USD (Features) \$30 USD (Shorts) submission fee payable to: International Latino Cultural Center (covers administrative costs.)
- Link or DVD for pre-screening.

Additionally, the following documents must be submitted by email:

- Film synopsis in English and Spanish (Portuguese for films from Portugal and Brazil.)
- Contact information.
- Principal cast and crew.
- List of festivals film has participated in (if any.)
- List of awards/recognition film has received (if any.)

**SEND MATERIALS TO:**

International Latino Cultural Center  
55 W. Van Buren Street, Suite 310  
Chicago, IL 60605

Film@LatinoCulturalCenter.org

## Submission Fee

Payable through secure website (PayPal):

ChicagoLatinoFilmFestival.org

Please visit the submissions area on the website.

- \$50 USD (Features)                       \$30 USD (Shorts)

If you pay through Paypal, please include your confirmation number here:

**Credit Card:**

- \$50 USD (Features)                       \$30 USD (Shorts)

Credit Card #:

- Visa       Mastercard       Discover       American Express

Expiration:

Name of Card Holder:

Signature:

Type or print clearly. The Chicago Latino Film Festival is not responsible for incorrect wording in publications, website or additional material when entry form is incorrect or illegible.

Original Title:

English Title:

Original Language:

English subtitles or narration:  Yes  No

Country:

Genre:

Date completed:

Is this a first work?  Yes  No

Is this a film premiere?:  World premiere  North America  USA  Chicago

Is this film suitable for children under 12 years old?  Yes  No

Is this film suitable for teenagers?  Yes  No

Value of copy in the country of origin in U.S. dollars: \$

Director :

Principal Cast:

Producer:

Screenplay:

Cinematography:

## Festival Screening Format

Required information

Format:  DCP / Running time: \_\_\_\_\_ min

## Festival Venue Partner Program

The Festival also screens films at universities and community centers.

In most cases, the film is projected on Blu-ray. If you would like to be considered to participate in this program, check below:

Yes  No

Contact information:

Name:

Address:

City:

State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Country:

Phone:

E-mail:

Print source (if different from contact information)

Name:

Address:

City:

State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Country:

Phone:

E-mail: