



澳門特別行政區政府
Governo da Região Administrativa Especial de Macau
文化局
Instituto Cultural

**The 1st Macao International Shorts Film
Festival
Call for Submissions to the Macao Short Film
Unit
Rules and Regulations**

November 2023



1. Overview

The Shorts Film Festival is held as a continuous attempt to build up a local talent pool and accumulate top-notch works in Macao, create an international platform for short film exchange and screening, and bring together short film creation and production resources. The Cultural Affairs Bureau of the Macao Special Administrative Region Government (hereinafter referred to as the “IC”) is partnering with the Galaxy Entertainment Group for the first time to host the 1st Macao International Shorts Film Festival (hereinafter referred to as the “Shorts Film Festival”). The screening in the Shorts Film Festival comprises three units, including “Macao Short Film”, “Emerging Short Film” and “Filmmaker in Focus”. To promote and screen the cream of the crop of the short films in Macao in recent years, the IC has issued an open call for the submission of locally produced short films to the “Macao Short Film” unit. The IC will also invite film professionals to form a jury to review the entries in terms of their creativity and theme, techniques of expression, and aesthetic presentation. A maximum of 12 films will be selected for the “Macao Short Film” unit and will be screened in the Shorts Film Festival in march 2024. The shortlisted films will also compete for the “Macao Unit Award”, which will be given to the piece with the highest score at the closing ceremony of the Shorts Film Festival, together with a prize of MOP40,000.

2. Basic information

- 2.1 Event name: The 1st Macao International Shorts Film Festival — Call for Submissions to the Macao Short Film Unit
- 2.2 Selection: Conducted in two stages, including the shortlisting stage and the reviewing stage
- 2.3 Film type: Narrative short film, documentary short film or animated short film
- 2.4 Film length: Within 40 minutes (including the opening and closing credits)
- 2.5 Organiser: Cultural Affairs Bureau of the Macao Special Administrative Region Government
- 2.6 Co-organiser: Galaxy Entertainment Group
- 2.7 Application method:
 - In-person submission:

The applicant should submit all required documents as defined in clause 4.1 in person or through a representative to the Cultural Affairs Bureau Building, Tap Siac Square, during office hours.
 - E-mail submission:

The applicant should send all required documents as defined in clause 4.1 to MISFF_msfu@icm.gov.mo before the application deadline.



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- 2.8 Application period: 17/11/2023 to 15/12/2023. No application will be accepted beyond this period.
- 2.9 Office hours: Monday to Friday: 9:00–13:00, 14:30–17:45 (for in-person submission)
- 2.10 Enquiries: Please contact Mr Leong or Mr Kuan through the following methods during office hours:
- Tel.: (853)8399 6297 / 8399 6295
E-mail: MISFF_msfu@icm.gov.mo
Relevant information available from:
Website: www.icm.gov.mo / www.macaucci.gov.mo

3. Eligibility

- 3.1 Applications must be made by an individual aged 18 or above, with a valid Macao SAR Permanent Resident Identity Card;
- 3.2 Applicants shall be the director of the work submitted;
- 3.3 The submitted film shall be a narrative short film, documentary short film or animated short film, and the length of the film should be no more than 40 minutes (including the opening and closing credits);
- 3.4 The submitted film shall be production completed after July 2018;
- 3.5 Each applicant can register for up to three types (narrative short films, documentary short films and animated short films), with only one submission for each type, and the production team members' information must be provided in the application form.

4. Application materials

- 4.1 Application materials include:
- 4.1.1 Application form: Available for download at www.icm.gov.mo / www.macaucci.gov.mo;
- 4.1.2 Film file (full film);
- 4.1.3 Copies of supporting documents indicating that the submitted film has been selected for other film festivals (if any);
- 4.1.4 A copy of the applicant's Macao SAR Permanent Resident ID Card (front and back);
- 4.1.5 Consent for Participation and Declaration of Transfer of Personal Data of Team Member (including executive producers, screenwriters and producers, see Attachment 1 to the Application Form for the format) and a copy of their ID documents;
- 4.1.6 Other supplementary information about the applicant and the submitted film (if any).



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- 4.2 For in-person submission, one paper copy and one digital copy in a CD-ROM of the above-mentioned application materials should be submitted.
- 4.3 For e-mail submission, please send the relevant materials to MISFF_msfu@icm.gov.mo. (The e-mail should be no more than 10 MB, and a download link can be attached if necessary. The application form shall be submitted in two formats, one scanned copy with signature and one editable PDF copy.)

5. Supplementary documents

- 5.1 In the case where the submitted materials do not meet the requirements, the information provided in the application form is incomplete, or the applicant has not submitted all required materials, the applicant should make corrections and re-submit the information **within five working days** after receiving the e-mail notification from the IC;
- 5.2 If the applicant does not meet the deadline for submission, or if the resubmitted documents are still incomplete or fail to meet the requirements, the IC reserves the right to refuse the application.

6. Selection criteria and quota for film selection

- 6.1 Criteria for the selection of film
 - 6.1.1 Theme and creativity;
 - 6.1.2 Techniques of expression;
 - 6.1.3 Aesthetic presentation;
 - 6.1.4 Presentation of Macao's culture in the film.
- 6.2 The shortlisted films must score at least 50% of the marks to ensure film quality;
- 6.3 The IC will invite the Organising Committee of the Short Film Festival to select shortlisted films in accordance with the criteria listed in clause 6.1 and provisions in clause 6.2;
- 6.4 A maximum of 12 films can be selected for the "Macao Short Film" unit, each receiving a certificate of selection. The Organising Committee may leave some slots empty based on the actual situation.

7. Requirements for the selected films

- 7.1 Applicants for the selected films and their team members shall attend related activities during the Shorts Film Festival as required by the IC;
- 7.2 Absence from the activities mentioned in clause 7.1 will affect the applicants' eligibility in the next selection. Absentees should notify the IC in advance and provide a reasonable explanation, and those whose explanation is not accepted will also have their eligibility in the next selection affected or be disqualified from this event;



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- 7.3 Applicants whose films are shortlisted shall submit the DCP (Digital Cinema Package) of the film as required to the IC within ten days after receiving the notification of selection. No extension is permitted for the submission. Applicants who fail to do so will be disqualified from the event, except for those who have a reasonable explanation and have obtained the consent of the IC;
- 7.4 Shortlisted applicants will be invited to the welcome dinner of the Shorts Film Festival on march 2024.

8. Selection criteria for “Macao Unit Award”

- 8.1 The IC will invite the Jury to review the shortlisted films and select the winner of the “Macao Unit Award”;
- 8.2 The Jury will be composed of film professionals from the Judging Panel of the Shorts Film Festival;
- 8.3 The following three criteria will be considered:
- 8.3.1 Theme and creativity;
 - 8.3.2 Techniques of expression;
 - 8.3.3 Aesthetic presentation.
- 8.4 The Jury will rate a maximum of 12 shortlisted films in line with the criteria defined in clause 8.3, and the one with the highest score will receive the trophy and prize of the “Macao Unit Award”.

9. Prize

- 9.1 The winner of the “Macao Unit Award” will receive a prize of MOP40,000.00 (forty thousand patacas).

10. Application requirements

- 10.1 The application form must be filled out in Chinese, Portuguese or English;
- 10.2 Applicants for this event are strictly prohibited from submitting false or untrue information;
- 10.3 All application materials received by the IC for this event will not be returned, regardless of whether the film is selected or not;
- 10.4 For all the personal information of the applicant and other individuals submitted by the applicant for this event, the applicant must ensure that each individual is aware of the purpose for which the information is collected;
- 10.5 To facilitate the selection procedures, the applicants should provide the materials required by the IC, which will be transferred to a third party for review. Failure to do so may affect the selection and evaluation results;

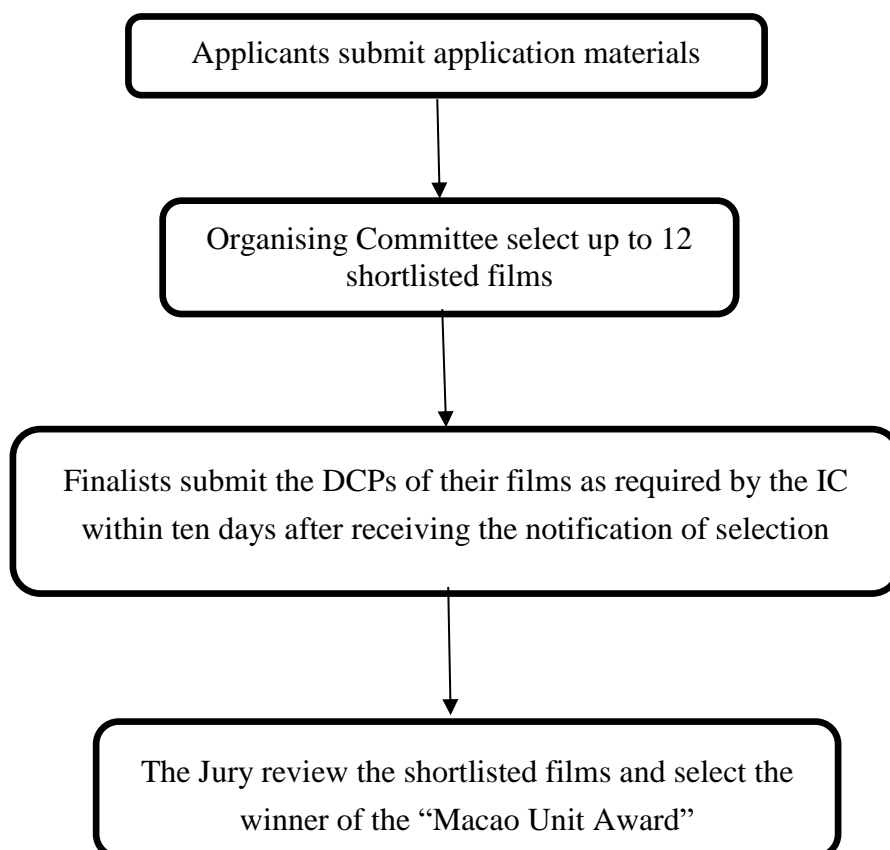


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- 10.6 The materials provided by the applicants will be used for this event solely and will not be used for other purposes;
- 10.7 Applicants who fail to meet the requirements in clause 10.2 or clause 10.4 will bear the legal responsibility arising therefrom;
- 10.8 If the applicants cause any damage or loss to the IC or a third party due to his/her personal behaviour, the applicants shall be held accountable;
- 10.9 By participating in this programme, applicants are deemed to have thoroughly read and understood the Rules and Regulations, and agree to abide by all the terms and conditions herein without any objections;
- 10.10 The IC reserves the final right to interpret and decide on the provisions of the Rules and Regulations.



11. Selection procedures



(November 2023)