

GUIDELINES, TERMS AND CONDITIONS

BAFTA Rocliffe Comedy Competition – Submissions 2017

This competition is focussed on TV Comedy content and specifically Sitcoms and Sketch Shows formats. We are not accepting drama, radio, theatre, magazine, feature film, short film or game show format.

Three projects will be selected to be showcased at an event at BAFTA and given industry introductions. Forum List writers will go on to be involved in a wide range of development opportunities including workshops and events. BAFTA & Rocliffe are looking for new talent that demonstrate industry potential.

Projects are read by readers, then by a BAFTA Rocliffe Panel and then by Jury. The on or about six projects are published on our FORUM LIST – with the name, title and synopsis of the recommended scripts.

All submissions are read anonymously and every writer gets a submission feedback report.

All writers will receive acknowledgement of their entry and will be informed of the status whether successful or not a minimum of three weeks prior to the event. We have nothing but respect for writer who enter our competitions.

Please Note: We now only accept entries submitted electronically through our [Application Form](#).

Entrants retain the copyright in any script or pitch idea developed by the entrant as a result of being selected. The copyright of all scripts sent to us remains with the writer. Similarities will occur and we are often surprised by the number of similar ideas, concepts and themes in a call. We will not pass the work of any writer to third parties, outside of members of the panel or jury, without first contacting the writer. We do not retain copies of scripts that have been unsuccessful.

BAFTA and Rocliffe endeavour to facilitate meetings with third parties i.e. agents, development execs and production companies for the selected writers, but all subsequent negotiations with writers following those meetings are between the writer and the third party.

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DATES, DEADLINES & FEES

Applications Open:	13 March 2017
Bursary Applications Close:	28 March 2017 @ 10am
Final Deadline:	21 April 2017 @ 10am
Showcase:	19 June 2017
Entry Fee:	£45

PRIZES

1. Finalists
 - 1.1. Industry Showcase at BAFTA with professional actors & directors.
 - 1.2. One year's access to BAFTA Events and Workshops.
 - 1.3. Industry introductions.
 - 1.4. A bespoke career planning and profile building session to provide support in navigating the industry.
 - 1.5. Exposure to the industry and featured on the [Forum List](#).
 - 1.6. Become part of the BAFTA Rocliffe Alumni
2. Forum list (Runners Up)
 - 2.1. Featured on the [Forum List](#)
 - 2.2. Invitation to Event
 - 2.3. Become part of the BAFTA Rocliffe Alumni, gaining access to BAFTA new talent events subject to space.
 - 2.4. Support in navigating the industry from Rocliffe.

ENTRY PROCESS & NOTIFICATION

3. Online [Application Form](#):
 - 3.1. Fill in the online form to upload your documents and pay the fee before the deadline.
 - 3.2. Your entire entry is made via this online form. Please email us at office@rocliffe.com with any queries.
 - 3.3. Entries are acknowledgement via our online system when you receive a copy of your entry.
 - 3.4. Please note we no longer accept hard copy entries; all entries are to be made online.
4. Notification
 - 4.1. All entrants will receive email acknowledgement with a copy of their submission immediately after they complete the online form. This is confirmation of your entry. Please do not send chase emails as this slows the admin process.
 - 4.2. All entrants receive notification status of their progress during the selection process. We publish notifications on our website and on social media e emails have been sent out.
5. Reports
 - 5.1. All entries will receive a feedback report from our readers. The aim is to help the writer to progress to their next draft.
 - 5.2. All submission reports are sent via WETRANSFER prior to the event date, which allows you to download the reports over a seven-day period.

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- 5.3. BAFTA is not responsible for the content of these reports; they are an independent service organised by Rocliffe. Rocliffe work with readers who have read for leading production companies and industry initiatives.

GENERAL RULES ABOUT ENTRIES

- 7.1. Entries must be the original work of the entrant, and must not infringe the rights of any other party.
- 7.2. BAFTA & Rocliffe accept no liability if entrants ignore these rules and entrants agree to fully indemnify BAFTA & Rocliffe against any claims by third parties arising from breach of these rules.
- 7.3. Entrants must be available to attend the London event on the 19 June 2017 (if selected by the judging process),
- 7.4. Entries received that do not contain ALL materials outlined (see YOUR ENTRY) and payment, may not be considered.
- 7.5. Entrants can enter individually or as part of a writing team. All writers will be acknowledged in the billing.
- 7.6. All entries must be written primarily in English with translation provided for any foreign language sections.
- 7.7. Entering the BAFTA Rocliffe New Writing Forum constitutes permission to use the writers' names, script title, short synopsis and email addresses for publicity & hand-outs without additional permission being sought.
- 7.8. BAFTA and Rocliffe reserve the right to cancel the BAFTA Rocliffe New Writing Forum and propose a new date or to amend these terms and conditions at any time. If this is deemed necessary, a notice will be posted on: www.bafta.org and www.rocliffe.com
- 7.9. BAFTA and Rocliffe reserve the right to reject any entry for any reason at their absolute discretion. BAFTA and Rocliffe's decision is final and no correspondence will be entered into.
- 7.10. Submission of an entry confirms that the entrant's acceptance of the terms and conditions are governed by the laws of England, Scotland, Northern Ireland and Wales.

ELIGIBILITY

- 8.1. You must hold a UK passport or be able to prove you have resided in the UK for five years prior to the final closing date.
- 8.2. You must be 18 or over on 18 June 2017.
- 8.3. You must not be a BAFTA or Rocliffe employee.
- 8.4. Proof of age and identity for eligibility may be requested. BAFTA & Rocliffe's decision as to the eligibility of individual entrants will be final and no correspondence will be entered into.

SUBMISSION MATERIALS

9. Materials are uploaded via the website
10. Please name your file(s): 'Your Script Title – Extract' and 'Your Script Title – Supporting Materials'.
11. Names will be redacted if they appear on documentation to protect the anonymity of the blind selection process
12. You can find an example set of supporting materials on our website [here](#).
13. Submit in the following order (3 pages max) font size 12 Arial/TNR/Courier.
 - 13.1. Script Title
 - 13.2. Short synopsis (25 words)
 - 13.3. Treatment (300 words max) – for the entire series

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- 13.4. 3-6 Episode Guides (100 words max each) – individual episodes for series, sketch show outline reoccurring characters etc
- 13.5. [Character breakdown](#) of featured characters (50 words per character max)
- 13.6. [Introduction to extract](#) that sets the scene (100 words) state if it is a drama or mini series state which episode it appears in
14. Extract (10 pages max)
 - 14.1. Consecutive scenes within a [10 page extract of the script from anywhere in the script](#).
 - 14.2. The extract must end at 10 pages, subsequent pages will not be considered.
 - 14.3. Font size no smaller than 12.
 - 14.4. Script pages should be numbered 1-10.
 - 14.5. Script extracts should be typed and follow standard script format.
 - 14.6. Do not send full scripts.
 - 14.7. Please do not include artwork or casting suggestions.

PAYMENT

15. Entry is £45 per submission.
 - 15.1. We charge one submission fee per script.
 - 15.2. There is no maximum submission limit per writer, however each submission will incur an entry fee.
 - 15.3. Each script extract entered must include a non-refundable fee.
 - 15.4. Payments are made during the application process.
 - 15.5. You do not need a paypal account to pay simply select '**CHECK OUT AS A GUEST**'. Please [email us](#) if you can only pay by bank transfer.

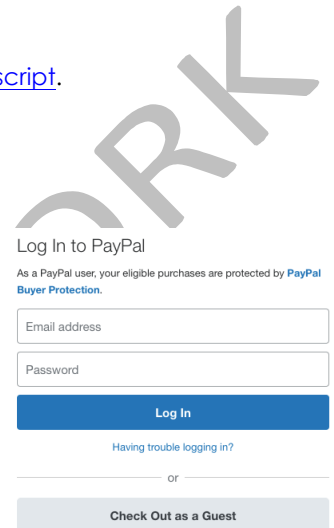
BURSARY FUND

16. Applicants who have dependents, are carers, are in receipt of benefits, are in education, who work less than 16 hours a week or are on minimum wage can apply for a bursary to cover the cost of entry.
17. To apply for the bursary fund, please fill in the form linked to [here](#) before the Bursary Deadline and without completing the main application form. All information is treated with discretion and respect.
 - 17.1. **Bursary Deadline:** Bursary fund applications must be made before **10:00am 28 March**. The fund provides a limited number of bursaries and the recipients are at the discretion of BAFTA & Rocliffe.
 - 17.2. **Bursary Offer:** We will provide selected applicants a reference number to use when submitting their work via the main application form. **You will have three days to accept the offer and all materials must be submitted by the Bursary Fund Submission Deadline at 10am 11 April which is prior to the main competition deadline.**

JUDGING CRITERIA & PROCESS

18. The readers, panellists and jurors have no idea of the name, gender or experience of the writer. Only the work is judged on the following criteria:
 - 18.1. The originality of the voice and strength of the idea.
 - 18.2. The accomplishment and quality of the writing of the sample script extract.

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- 18.3. The strength of voice and potential in the writer.
19. All scripts are read, and go through the following process:
- 19.1. **Stage One:** Entries are distributed to the readers. The readers will assess the entry against the above criteria and recommend entries they deem to have the most potential.
- 19.2. **Stage Two – Selecting the Short-List:** An industry panel reads ALL reader recommended entries and selects a Short-List of up to 10 to be distributed to the Jury. Entries need to be recommended by two panellists to go to the Long-List.
- 19.3. **Stage Three:** These writers are given 5 days over a weekend to rewrite their extracts and supporting material in light of feedback. Writers are not permitted at this stage to share their status of being shortlisted, as this could jeopardise the anonymity of the selection process.
- 19.4. **Stage Four – Selecting The Finalists & Forum List:** The redrafted entries are read by the industry Jury who discuss the entries and select the three Finalists and the runners up on the Forum List.
20. All writers will be notified as to the status of their entries, it will be specified if they were long-listed or not. The three finalists will be informed, and their scripts performed at the London event on 19 June 2017.
21. The Jury's decision is absolute. We cannot provide any feedback to writers beyond their reader reports.
22. **FORUM LIST:** BAFTA and Rocliffe spotlight projects that have been highly commended by the Jury. The list gives agents, producers, industry executives and directors an opportunity to discover new writing talent. BAFTA & Rocliffe publish the list with the writer's name, script title and logline. We introduce Forum List writers by email to all enquirers. It is up to the writer to share their scripts. At no point do we share material to those outside the panel without the writer's permission.