

# NFDC FILM BAZAAR

NOVEMBER 20-24, 2023



## RULES AND REGULATIONS

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# [VIEWING ROOM AND WORK-IN-PROGRESS LAB

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## **INTRODUCTION**

Following are the rules and regulations pertaining to the Viewing Room and Work-in-Progress Lab at NFDC Film Bazaar 2023. The filmmakers can apply with their film either in the Viewing Room **OR** Work-in-Progress Lab **OR** both sections, i.e., Viewing Room & Work-in-Progress Lab. Please read the following points carefully to make the best choice for your film.

There is only one application form for each of the three sections - Viewing Room (**VR**) / Work-in-Progress Lab (**WIP**) / Viewing Room & Work-in-Progress Lab (**VR & WIP**).

The regulations without a prefix will be valid for all the three sections: **VR**, **WIP** and **VR & WIP**.

The regulations which are specific only to

- Viewing Room Applications will have a prefix (**VR**),
- Work-in-Progress Lab Applications will have a prefix (**WIP**)
- Both Viewing Room and Work-in-Progress Lab Applications will have a prefix (**VR & WIP**).

## **COMMON GUIDELINES**

1. The Viewing Room and Work-in-Progress Lab will be held physically in Goa as part of NFDC Film Bazaar 2023.

2. This application form is only for [submitting the film](#) to **VR / WIP / VR & WIP** sections. This form should not be confused with delegate registration for Film Bazaar. On successful completion of this application, you will be guided on how to register further as a delegate by the Film Bazaar team.

3. Only films from India and South Asia are eligible, i.e. a large part of the film photography should be based in India / South Asia. Else, the Director or at least one of the Co-Producers of the film should be from India / South Asia. In case of any confusion, please write to [films@filmbazaarindia.com](mailto:films@filmbazaarindia.com) for clarification.

4. For NFDC Film Bazaar 2023,

- (a) Feature-length film is a film of duration 60 minutes or more.
- (b) Mid-length film is a film of duration 30-60 minutes.
- (c) Short film is a film of duration below 30 minutes.

*Note - The duration of the film is calculated till the end of the last shot.*

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5. The application fees are in Indian Rupees (INR) and non-refundable.

Early Bird Deadline	Section	Feature Length Film		Mid-Length Film		Short Film	
		Fiction	Documentary	Fiction	Documentary	Fiction	Documentary
15th September 2023  (Latest by 11:59 PM IST)	VR	7,500	6,000	6,500	5,000	5,500	4,500
	WIP	9,000	8,000	NA	NA	NA	NA
	VR + WIP	9,000	8,000	NA	NA	NA	NA

Regular Deadline	Section	Feature Length Film		Mid-Length Film		Short Film	
		Fiction	Documentary	Fiction	Documentary	Fiction	Documentary
30th September 2023  (Latest by 11:59 PM IST)	VR	10,000	8,000	8,000	7,000	6,500	6,000
	WIP	11,000	9,000	NA	NA	NA	NA
	VR + WIP	11,000	9,000	NA	NA	NA	NA

Extended Deadline	Section	Feature Length Film		Mid-Length Film		Short Film	
		Fiction	Documentary	Fiction	Documentary	Fiction	Documentary
10th October 2023  (Latest by 11:59 PM IST)	VR	10,000	8,000	8,000	7,000	6,500	6,000
	WIP	11,000	9,000	NA	NA	NA	NA
	VR + WIP	11,000	9,000	NA	NA	NA	NA

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7. The film to be submitted, whether complete or in the rough-cut, should contain hard-coded English subtitles, wherever applicable.
8. A filmmaker cannot use the logo of NFDC Film Bazaar in their film or promotional material without permission of NFDC. A film in NFDC Film Bazaar does not indicate that NFDC endorses the film in any way.
9. NFDC Film Bazaar is only a platform to present films. The programmer is not bound to give the filmmakers personal feedback on their submitted films. Only the films selected for the WIP Lab will receive feedback from the mentors. NFDC Film Bazaar also does not provide individual guidance regarding festival strategy.
10. Once the application procedure is complete, NFDC Film Bazaar may ask for additional project information, if needed. Kindly ensure that the Primary Contact Person is available to respond to emails promptly. Primary Contact Person is the person who fills the application form, i.e., the applicant and will be the one point of contact till the end of Film Bazaar.

### **Viewing Room (VR) –**

1. Films submitted to Viewing Room can be of any duration and genre. Hence, fiction features / mid-length / shorts, documentary features / mid-length / shorts, animation features / mid-length / shorts, hybrid feature / mid-length / shorts are eligible for this section.
2. The Viewing Room is a platform only for films. Pilot episodes of web-series are not eligible for submission.
3. Films can be completed or in any stage of post-production. They should have either all or a large part of the principal photography complete. Films in pre-production are not eligible for this section.
4. This platform is most suitable for films seeking film festivals/ world sales/ distribution partners/ finishing funds.
5. All complete submissions that have paid the application fee by the due date will be a part of the Viewing Room.
6. NFDC Film Bazaar has the right to reject the film if guidelines and regulations are not adhered to and/ or submissions are incomplete/ in the wrong format/ past due date, or any other reason specific to the film submitted. Decision of the NFDC Film Bazaar team is final.
7. The process of submission will be considered complete only after successful upload of the final film file. Without any film material, the film will not be showcased in the Viewing Room. The

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filmmakers need not submit their entire films to be showcased in the Viewing Room of NFDC Film Bazaar 2023, however they can choose to do so. At the time of application, filmmakers will have to provide a film link of their entire film for the programmer to view. However, for the event in Nov. 2023, they can choose to submit either their entire film or at least a film clip of minimum ten-minute duration. This film clip could be an assembly of several complete scenes from the film. **Kindly avoid submitting a trailer.** The film file submission instructions are mentioned at the end of this document.

8. All the applicants for the Viewing Room will have to sign an Undertaking at the time of submitting the application form. The Undertaking is available [HERE](#). Without the submission of this Undertaking, the application will not be considered complete.

## Work-in-Progress Lab (WIP) –

Work-in-Progress Lab is a closed door lab / workshop. It is not a platform to showcase films. Viewing Room is the only platform at Film Bazaar to showcase complete/ incomplete films. Those who wish to apply for this Lab and also have their films showcased in the Viewing Room at Film Bazaar need to opt for 'VR & WIP Lab'. Please see the **VR & WIP** section for the guidelines specific to this section. Those who wish to apply only for the WIP Lab can see the guidelines mentioned below.

1. WIP Lab is now open for Feature-Length fiction and Documentary (Non-Fiction) films (above 60 minutes) which are not yet complete, i.e., their edit is not locked.

- Mid-length films (30-60 mins.) and short films (under 30 mins.) cannot apply for this section.
- Completed films are not eligible for the WIP Lab.

The film to be submitted should be in its rough-cut stage or just before final edit. All or a large part of the principal photography must be complete. The film should not have begun with their post-production processes like DI or final sound design.

2. Please ensure that the submitted rough cut for selection is of minimum duration of 60 minutes. Please submit the best possible cut of the film for consideration as the cut will be watched only once by the programmer for selection purposes. The rough-cut should not be double the intended final duration of the film. Please do not submit a rough assembly of the entire film, nor a trailer.

3. A maximum of 5 feature-length fiction films and 5 feature-length documentary (non-fiction) films will be selected for the WIP Lab. The decision of NFDC Film Bazaar will be final.

4. A film which has applied to the WIP Lab and has not been selected can still choose to be showcased in the Viewing Room without any additional application fee, if the applicant is seeking visibility, finishing funds, distribution or film festivals for the film. We highly recommend this.

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5. The WIP Lab requires the presence of both the Director and the Editor of the film. If you intend to apply for the WIP Lab, please ensure there is a director and an editor who will be available for the entire duration of the Lab, which is going to take place physically, and will be able to travel to Goa on the dates of Film Bazaar. Please mention the Editor's filmography in the application form.
6. This year the WIP Lab will be held in physical format in Goa. The Director and the Editor of the selected films will be provided free registration to NFDC Film Bazaar 2023 to attend the WIP Lab. In case, the Director cannot attend the sessions of the WIP Lab, the film will be disqualified and another film will be selected in its place.
7. The Producer of the film cannot attend the WIP Lab in place of the Director and the Editor of the film cannot attend in the absence of the Director. Both the Director and the Editor of the film will have to be present.
8. The WIP Lab will be conducted in English. Hence, the film team will need to be suitably proficient in English. WIP Lab will take place in the month of November but the exact dates of the Lab will be informed to the selected participants.
9. The WIP Lab participants are expected to attend NFDC Film Bazaar 2023 for the entire duration (November 20-24, 2023).

## **Viewing Room & Work-in-Progress Lab (VR & WIP) –**

**VR & WIP** section is for those films that wish to apply for the WIP Lab and also be a part of the Viewing Room at Film Bazaar. In case you apply for this section, even if your film is not selected for the WIP Lab, it will be showcased in the Viewing Room.

1. VR&WIP Lab section is open only to feature-length fiction and feature-length documentary (non-fiction) films (above 60 minutes) which are not yet complete, i.e., their edit is not locked.
  - Mid-length films and short films cannot apply for this section.
  - Completed films are not eligible for the WIP Lab.

The film to be submitted should be in its rough-cut stage or just before final edit. All or a large part of the principal photography must be complete. The film should not have begun with their post-production processes like DI or final sound design.

2. Please read the previous guidelines pertaining to **VR**, **WIP** and common guidelines to get a better understanding of this section.

## **APPLICATION FORM**

This is a form that can be filled in stages and kindly make sure that you click on the ‘?’ icon in the application form wherever it appears for the specific instructions related to the field. The form need not be filled in one go. You can save the information by clicking the button ‘**Save Work and Finish Later**’ at the bottom of the application form.

1. The email address and phone number provided by the Primary Contact Person in the first stage of the application form shall be regarded as the single-point contact address between NFDC Film Bazaar and the applicant. Kindly ensure that the Primary Contact Person is easily reachable until the end of NFDC Film Bazaar 2023.

2. The contact details of the first producer mentioned on the application form will be published in our catalogue. Hence, please ensure that this belongs to the Rights Holder of the film who would be able to respond to potential future queries by international film professionals.

3. Word limits are to be adhered to wherever mentioned in the application form. NFDC Film Bazaar reserves the right to shorten and/or edit the text for the purpose of publication of film information in the NFDC Film Bazaar Catalogue.

4. Completed applications need to be submitted by the prescribed deadline. NFDC Film Bazaar will not take responsibility for the exclusion of projects if complete information is not supplied by the above-mentioned date.

5. The filmmakers are required to submit at least three film-stills and one director’s photograph along with the application form. These should be three images from the film and not production/working stills. NFDC Film Bazaar reserves the right to crop the images as per design requirements.

6. Application will be accepted only upon payment of the mandatory application fee.

7. By submitting the application form for Viewing Room and/or Work-in-Progress Lab the applicant hereby certifies, with regards to all third parties involved, that he/she has read and understood the rules and regulations listed, that he/she is legally authorized to submit the film for Viewing Room and/or Work-in-Progress Lab and that the information given by the applicant is true and correct. The applicant indemnifies Film Bazaar and NFDC against any claims to the contrary.

## **FILM FILE UPLOAD GUIDELINES FOR VIEWING ROOM**

This is a set of guidelines for all applicants. There is a two-stage process for submitting your film file.

1. **To be viewed by Programmer Only** - At the time of application, the applicant has to provide a downloadable link (Password Protected Downloadable Vimeo Link preferred) in

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the application form for the film programmer to view. This has to be the link of the entire rough-cut of the film or the completed film. Only the film programmer will have access to this file. This file is not going to be uploaded to the Viewing Room at NFDC Film Bazaar 2023.

2. **(VR and VR & WIP) To be viewed by Delegates at Film Bazaar** - For Viewing Room, the filmmaker will be expected to submit at least a minimum of ten minutes of their film. However, we recommend that a filmmaker submits the entire film which will be shown in the highly restricted and safe environment of Viewing Room to the selected delegates who have access. The Viewing Room team will contact the filmmaker in October 2023 requesting them to upload the final film file/ film clip onto the Viewing Room server. This uploaded film file will undergo the process of digitalization and encryption, and will be stored in the server. This is the film file that will be viewed by the selected delegates of NFDC Film Bazaar 2023.

The upload process will only take place on receipt of the signed [Undertaking](#) from the filmmakers' end which can be sent to us via email as a signed and scanned document.

### DURATION OF THE FILM FILE

If the filmmaker has submitted a feature-length film they need to upload either their entire film or a film clip. If they choose to upload a film clip, they have to ensure it is of minimum 10 minutes and maximum up to the entire length of the film for Viewing Room.

For e.g., if the film has a duration of 90 minutes, the filmmaker can choose to submit a film clip of nothing less than 10 minutes. The film clip can be of any duration between 10 minutes to 90 minutes.

**Please do not upload a trailer.** For the film clip, we recommend the filmmaker to choose a film scene or a collection of scenes from their film. They can also choose to submit the entire film that is equivalent to 90 minutes.

If the filmmaker has a mid-length film between 30-60 minutes or a short film under 30 minutes, we strongly recommend that they upload the entire duration of their film on the Viewing Room.

### VR ACCESS

As mentioned on Film Bazaar website, the Viewing Room is going to be a restricted space. NFDC grants access to registered delegates according to their profiles (**VR Access**). Only if a delegate registers as a buyer, investor, film festival programmer, sales representative or distributor, they get access to view the films in the Viewing Room. However, the applicant will be able to filter this list even further by deciding for themselves who, from them, gets access to view their film. They can choose to revoke a delegate's access if they wish to. They will be able to access this list on their MyFilmBazaar Account before the Film Bazaar begins, which will enable them to do so.



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For e.g. if 100 people register as delegates and NFDC gives **VR Access** to only 50 delegates based on their profile, the filmmaker will be able to view the names and profiles of these 50. They can then further decide to give **VR Access** only to 20 delegates from this list and revoke **VR Access** to the remaining 30. The 30 people who THEY do not give **VR Access** to, will not be able to watch their film / film clip that they have submitted in the Viewing Room, even if they have access to other films in the Viewing Room. If they wish to view the filmmaker's film, they will be able to contact them personally via the VR Software and the filmmaker can then choose to respond to them. They will, however, be able to read information on the film (synopsis, contact details and film stills) as that will be a part of the Viewing Room Catalogue that is available to every registered delegate of NFDC Film Bazaar 2023.

(Please note: as an applicant of Viewing Room the filmmaker is not automatically a delegate to the Film Bazaar. If they wish to attend NFDC Film Bazaar 2023, they have to register as a delegate by clicking [HERE](#). As an applicant of Viewing Room, kindly refer to Registration Rules & Regulations to know more about it.)

To ensure non-piracy of the films, NFDC is taking the following safety measures. We had 250 films/ film clips playing in the online Viewing Room at NFDC Film Bazaar November 2022. We ensured a 100% safety record for all the films by executing the measures mentioned below. -

- **Restricted Access** - The Viewing Room was a highly restricted zone, where the first level of filter was via NFDC granting access to a delegate. The filmmakers were further invited to decide who, from this list, would be given access to watch their individual films / film-clips. This was the second level of filter. In case a filmmaker revoked access for a delegate, the film file did not play in the Viewing Room software for that delegate. In such a case, the delegate could email the filmmaker directly via the Viewing Room software, requesting access to the film.

Though all the filmmakers were informed of this, only 9 films used this option, which shows that almost all the filmmakers were comfortable with the VR Access list decided by the Film Bazaar team. The VR Access list was also approved by the artistic director of Film Bazaar.

- **Duration of film uploaded** - This edition, like in the last edition, filmmakers were given the choice to upload the duration of their film they were most comfortable with. Some filmmakers uploaded their entire films and some uploaded film excerpts.

Out of the total 250 submissions, 19 filmmakers chose to upload an excerpt of the film. The remaining 231 uploaded the full films. The numbers show that the filmmakers were satisfied with the security measures which were in place. They felt comfortable and secure enough to upload their full films for the Viewing Room.

- **Watermark** - The email address of the viewer appeared as a watermark on the film image. This is an international practice followed by online film festivals and is a proven deterrent to piracy via screengrab.

- **Screening Time** - Each film could be screened only once by the user. The viewing could be paused. Films that started but were not completely screened in the first session could be viewed and rewound for a total amount of 120% of the length of the film. This allowed the user to replay some parts of the film.

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- **Encryption** - The film-file was non-downloadable and in an encrypted format. Even if a plug-in was used to download the film it would not be viewable on any player available online.
- **Report of viewers** - All applicants received a cumulative report of every viewer of their film so that they know who viewed their film via the Viewing Room software. Registered delegates who had their film in the Viewing Room received these reports daily during Film Bazaar Online. Those who were not registered were able to download the cumulative report for their film on the MyFilmBazaar Account from December 1, 2022 onwards.
- **Warning** - All delegates with VR access were made aware that any kind of download is a legal offense and have to acknowledge the legal repercussions of misuse of the system, before logging into the Viewing Room software.

They were also informed that each screening is strictly personal to the user and can be used for personal use only. In no event can the screening occur on a terminal or in conditions permitting a collective viewing of the film. NFDC Film Bazaar reserves its discretionary right to suspend or dismiss and cancel any User who is believed to give their personal access to the Viewing Room software to an unauthorized person.

All delegates with VR Access received an email mentioning the above points before the Film Bazaar and were also requested to bear in mind the following points -

1. NFDC Film Bazaar Online is a B2B platform only for film professionals. Information about the films presented here should remain restricted to this platform only. Kindly do not share any information about these films on any type of public platform which includes all social media platforms. These are unreleased films and are not up for public discussion. Your opinion about these films are not to be made available on any public domain. NFDC Film Bazaar and the filmmakers appeal to your professional discretion.
2. Disclaimer as per the website. <https://database.filmbazaarindia.com/wa/viewing-room/viewing-room-info/>

Apart from the email received, the delegates could access the Disclaimer while logging into their MyFilmBazaar Account. It was also a part of the terms and conditions that each delegate had to agree to before accessing Viewing Room Online.

These were the security measures which were taken to ensure that filmmakers felt safe about submitting their films online for the both online and hybrid editions of the Bazaar 2022.

In a physical Viewing Room in Goa, we collect mobile phones before the VR Access delegates enter the room. This is to ensure that there is no possibility of screen recording. Encouraged by the 100% safety record of our previous online edition, we are confident that filmmakers who submitted their entire films got good visibility in a safe environment and without any incidents of piracy. Keeping these safety measures in mind, we hope that all will choose to upload their entire film for the benefit of film programmers, sales agents, distributors and buyers who sometimes prefer watching an entire film rather than film-clips.

Please be aware that if the filmmaker chooses not to upload any film clip, their film will not be showcased in the Viewing Room and will only be available in the Catalogue. This will make it

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more difficult for the filmmaker to engage with film professionals as they would prefer meetings with filmmakers whose films/ film clips have made an impact.

Keeping this in mind, the filmmakers are advised to make an informed decision on how much of their film they would want to make available at the Viewing Room and communicate it precisely to the Viewing Room team. We advise the filmmaker to choose the content of the film clip they wish to display wisely to avoid being easy prey to potential mischief makers. NFDC has indemnified itself against any content in the Viewing Room. However, if the filmmaker feels that their film clip can be misunderstood and exploited to create unnecessary controversy, we would advise them to share their entire film only via email to the film professional of their choice from the market guide. This will help them maintain the needed discretion for their film.

We encourage the filmmakers to send their entire film so that the viewer can engage with it well. However if they are sending a film clip, we would suggest the following -

1. **Please try to NOT send a film trailer.** Film Trailers are for audiences and are also a specialized edit that requires professional guidance and usually communicates a different rhythm than the actual rhythm of the film. It's better to send a complete scene or two complete scenes of the film which the filmmaker feels represents your film well and the film programmer will get the feel of the real rhythm of the film. Or, they can send us a continuous portion of minimum ten minutes.
2. We advise the filmmaker to send us their file named '**Original title\_VR**'. For eg: If the Original Title of their film is '*Uski Roti*' they need to send us the film file as '*Uski Roti\_VR*'. If their Original Title and English Title are the same, they can send us the English Title. For eg: '*Gandhi\_VR*'
3. Once the filmmaker has decided on the duration of the film clip, they should upload the clip for that exact duration. Also they should send us an email mentioning what that duration is, so that we are aware of it during tech-checks of the film files. Once the film clip has been sent it cannot be changed for another film clip. This involves too much coordination by the team and we would be unable to allow changes. If the filmmaker asks for changes in the film file submitted we might have to charge them extra for that. So filmmakers are advised to upload only one file onto the Viewing Room server.
4. All emails should be 'Reply All' and include everyone cc'd in the email chain for the team to coordinate different aspects. Filmmakers should not send a reply to only one of us.
5. Please note that mid-length films between 30-60 minutes and short films under 30 minutes are requested to upload the entire duration of the film on the Viewing Room.
6. All the producers of the film should be kept in the loop. Any complaint by an unknown person claiming to be a producer on the film will lead to the film being removed from the Viewing Room. We will not have the time to gauge the authenticity of any complaint, nor resolve it. Only undisputed films are allowed to play in the Viewing Room.
7. At the second stage of uploading film file (Refer to 'Film File Upload Guidelines for Viewing Room'), the filmmaker can upload the film/film clip directly on to our server by clicking on the '**Upload**' button on the Viewing Room page, after logging into My [Film Bazaar Account](#). Please refer to the technical specifications on the website and send the film file in the

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correct format. Our team will get in touch with the filmmaker in October regarding this process.

**Deadline - Please upload all the films before or latest by Monday, October 31, 2022.**

Please note – The technical specifications are standard guidelines for the filmmakers' easy reference. All the films will be viewed on computer terminals. So kindly take an informed decision on what the filmmaker feels will be optimum. Please adhere to file size and do not exceed it. Do let the Viewing Room team know in case the filmmaker faces any issue in the process of film uploads.

For any clarification, please write to ***films@filmbazaarindia.com***.

Kindly read the [FAQs](#) and the [Undertaking](#) before filling the form. If the filmmaker has any specific query not covered in all the three documents, kindly send an email to **films@filmbazaarindia.com** with the original title of the film as the subject of the email.

Thank you for your kind attention and all the best for your application!