

SUBMISSIONS FAQ

1. Submission Guidelines

1-1. How do I make a submission to Busan International Short Film Festival (BISFF) competitions?

BISFF will accept submissions through two online submission platforms. First review the festival submission rules, then **register your film and its information at the site that fits your category.** You only need to register at one of the two submission platforms. For more information on using the platforms, please check the **submissions guide** under announcements on the official BISFF website.

[Submissions platforms]

| | |
|---------------------------|---|
| International Competition | Shortfilmdepot (www.shortfilmdepot.com) |
| | Festhome (festhome.com) |

[Submissions Process]

| Stage 1 | Stage 2 | Stage 3 | Stage 4 |
|-------------------------------------|------------------------------------|--|---|
| Register at the submission platform | Enter the film and its information | Select your film festival Make submission payment | Check for the submission complete message |

1-2. Can I send my film directly to the film festival without using online platforms?

All entries must be submitted via online platforms. However, **group entries (over 10 entries) may be submitted directly to the film festival.** For more information on group entries, please contact the festival program team (submit@bisff.org).

1-3. What are the criteria and discount rates for group entries?

[Group entries criteria]

Group entries are submissions of more than 10 films by distribution companies, schools, academies, and other organizations, as well as the submission and payment of more than 10 films by one individual. Group entries can be submitted to the film festival program team via email. Please contact the program team.

[Discount rate]

Discount rates apply to group entries with more than 20 films, as follows:

| Criteria | Over 20 films | Over 40 films |
|---------------|---------------|---------------|
| Discount Rate | 20% discount | 30% discount |

1-4. Can I withdraw my submission?

Yes. If you wish to withdraw your submission for reasons such as the film being premiered at another film festival, you may do so after discussing with the film festival. If you wish to withdraw, please make sure to contact the film festival program team first. However, once a film is selected as a finalist for competition it cannot be withdrawn and **the submission fee will not be refunded even if the submission is withdrawn.** Please check the submission rules carefully before making your submission.

2. Submission Criteria

2-1. What is the criteria for running time?

All short films under 30 minutes may enter, even extreme-short films.

2-2. Can I submit short films taken on my mobile phone?

Yes. Short films taken on mobile phones can be entered as long as the screening format (MOV or DCP) is correct.

2-3. Is there a limit to the number of films that can be submitted per director?

No, there is no limit. As long as each film meets the entry requirements, more than one film by the same director may be submitted. However, if more than one film is entered in one submission platform, registration and payment must be made for each film.

2-4. Can a film that has already been screened or awarded at another film festival be submitted?

Yes. All films that meet the entry requirements may be submitted, even if it was screened or awarded at another film festival.

3. Selection and Results

3-1. How are films selected for International and Korean Competitions?

Pre-selection for the competition sections will be held in 2 stages.

At **Stage 1**, the pre-selection jury will select films for each competition section (Less than 15% of total submissions will be selected), and the selected films will move to stage 2. **Stage 2** is comprised of 2 to 3 pre-selection jury who will individually review the selection from stage 1. Finalists will be selected through a final preliminary meeting.

3-2. When will the competition selection results be announced?

BISFF will **announce the final selection of the competition on February 22, 2024**. (If this date is changed for some reason, the new date will be announced on the website.) Once the selection is announced, we will notify each contestant via email or online submission platform message.

3-3. How many finalists will be selected for each competition?

A total of 60 finalists will be selected, including 40 for the international competition and 20 for the Korean competition. However, the number of finalists may change during the selection process.

4. Online Platforms for Submissions

4-1. What if I don't have a poster image to upload on Festhome?

If you don't have a poster image, you can **upload a still cut (representing the film) instead.**

4-2. Can I upload a link to my film on Festhome?

Yes. There are 2 ways to upload films on Festhome: 1) uploading the films directly to the website, and 2) linking a film already uploaded on another webpage.

TIP. It may take a long time to convert video files when uploading film directly to Festhome. Therefore, we recommend that you use your link if you have an existing video link.

- 1) Uploading directly to Festhome
- 2) Linking to your film: Dropbox, Vimeo, YouTube

4-3. What should I do if I keep getting error messages while making a submission at the online platforms?

Please make sure that you have entered all the required information according to the submission guide. If you have entered all the information correctly and still receive error messages, please contact the film festival program team.

4-4. Will I be notified when my submission is complete?

Yes. Once the submission has been confirmed, we will send you a confirmation via the online submission platform's messaging system or email within 1-2 weeks. If it has been over 2 weeks since you completed your submission and you have not been notified, please contact the film festival program team.

5. Submission Fee

5-1. How can I pay for my submission fee?

You will need a credit card or a debit card that can be used overseas.
(Cards accepted: Visa, MasterCard, American Express, UnionPay)

5-2. How much is the submission fee?

| | Deadline | Fees |
|---------------------------|--------------------------------|------------|
| International Competition | Regular Deadline: Nov 30, 2023 | €8 / Film |
| | Final Deadline Jan 8, 2024 | €11 / Film |

※Our submission platforms add their own fee (Shortfilmdepot: €3 / Festhome €2).

5-3. Why is the submission fee based on the Euro rather than the Korean currency?

Since the online submission platforms **are based in Europe, fees are based on the Euro (EUR)**. On the other hand, group entries will be made directly to BISFF, so group submission fees will be based on the Korean currency (KRW) rather than the Euro (EUR).

5-4. Is there a separate fee for using online submission platforms and for submissions?

Yes. Submissions to BISFF must be made through the "online submission platform" and user fees must be paid to use the sites. The "site fee" is 3 EUR for Shortfilmdepot and 2 EUR for Festhome.

5-5. How do I pay the submission fee if I do not have a credit card that can be used overseas?

If you don't have a credit card that can be used overseas, **you can pay the submission fee by making a direct deposit to BISFF**. Be mindful that by using this method, you will be charged for an **administrative fee**. If you would like to make a direct deposit payment, please contact the film festival program team.

5-6. Are there any discounts on submission fees?

The submission fee can be discounted for group entries of over 20. The discount rate is as follows.

| Criteria | Over 20 films | Over 40 films |
|---------------|---------------|---------------|
| Discount Rate | 20% discount | 30% discount |

Group entries with over 20 submissions can be made through the film festival program team via email. Please contact the program team.

5-7. How do I pay for my submission?

Please check and follow the directions under the **submission guidelines** on the BISFF official website. If you have followed the guideline and still received an error message, please contact the film festival program team.

5-8. Can my submission fee be waived?

No. In order to maintain fairness in the competition process, BISFF **will not waive the submission fee for anyone.** Therefore, please note that we will not be accepting inquiries regarding submission fee waivers. In countries where international transfers are not possible, please contact the film festival program team for alternative methods of payment.

TIP. The submission fee is lower during the “first registration” period, so we recommend that you make your submissions by the regular deadline.

5-9. Can I get a refund on the submission fee if I withdraw my submission?

No. Once the submission is completed, both the submission fee and the site fee are non-refundable. This is because once submitted, the preliminary selection may be in progress or have already been completed, so please make careful consideration before entering your submission. However, if you have submitted the same film twice on the same website, one of the submission fees may be refunded.

5-10. What is the submission fee used for?

BISFF **charges a submission fee for more systematic management of the entries, and for fair judging.** This fee is used for the following:

- Payment for a jury with expertise
- Production funding to boost the production of Korean short films
- Competition prize money

Contact

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