

# Artist Portal



## POST ACCEPTANCE FORM

What we ask for on our **Post Acceptance Form**:

### PAGE 1 | Program Announcement Information:

- Film/Project Title, with phonetic pronunciation
- Premiere Status
- Director(s) (Up to 4), with phonetic pronunciation.
  - Episodic & Special Events projects, in lieu of Director(s) other options are Creator(s), Showrunner(s), Exec. Producer(s), Co-Executive Producer(s)
- Director(s) Demographic Info
- Film Type
- Screenwriter(s) (Up to 3)
  - \*Optional for documentary film credits
- Country of Origin
- Principal Cast (Up to 6)
- Logline (Features, 50 words maximum. Shorts, 40 words maximum)
- Producers (Up to 6 names) Optional for feature films press release. \*For those receiving full Producer credit. No Executive Producers, Co-Producers, or Associate Producers
  - Upon request, Episodic projects may request Executive Producers be included in program announcement but the total number of Producer/EP credits must not exceed 6

### PAGES 2-9 | Additional Film Information & Main Contacts:

- Additional Credits \*10 credit titles with up to 24 total names. \*A Sundance Film Festival Style Guide with film/project credit guidelines will be shared with accepted films
- Film Internet / Social Media Links
- Main Contact (Individual from your team who will be in regular communication with Artist Relations.)
- Main Publicist Contact (Individual from your film's publicity team or your hired publicist.)



## MATERIALS UPLOADER

What we ask for on our **Materials Uploader**:

- Director Headshots – REQUIRED  
We request one headshot per director.  
  
Dimensions: 3:4 aspect ratio (portrait)  
Minimum size (Width x Height): 900 px (width) x 1200 px (height)  
Format: JPEG or PNG  
Resolution: 300 dpi (high res for print)  
File Size: 5MB or smaller each
- Film Stills – REQUIRED  
We ask for 1-3 film/project still(s) for use in our Festival publications, on our social media, and to be distributed for press editorial use.

Consider the following when selecting key stills:

- Dynamic, eye-catching, visually appealing images are most effective
- Not too dark - these stills will be utilized online
- No letterboxing (meaning no black bars on each side)
- No text on the image (this does not include environmental background signage)
- Ideally faces are visible with minimal blurring and avoiding the back of heads
- Scenes from the final project - not a behind-the-scenes image or poster

Dimensions: 16:9 aspect ratio, without black bars  
Minimum size (Width x Height): 2560 px (width) x 1440 px (height)  
Format: JPEG or PNG  
Resolution: 300 dpi (high res for print)  
File Size: 5MB or smaller each

- Clips & Trailers – RECOMMENDED IF AVAILABLE  
1-3 film/project clips or trailers. These can be any length,

- Director(s) Contact Info
- Director Bio(s) (\*50 words or less/100 words total for multiple directors)
- Public Contact (Individual or company who can be reached during the Festival. Made Public.)
- Post Festival Contact (Individual or company who can be reached after the Festival. Made Public.)
- DCP/File Technical Contact (Individual or company who can provide tech and delivery info about your DCP/File/Print.)
- Year Finished
- Language
- Run Time
- Color/B&W

### Team Contacts & Additional Info:

- Screenwriter(s)
- Sales Agent(s)
- Producer(s)
- Distributor(s)
- Editor(s)
- Composer(s)
- Cinematographer(s)
- Utah Community and Student Outreach Questions
- Film/Project History
- Production Questions (\*See below)

\*Sundance Film Festival receives support from partners who are interested in hearing if and how their products are being used as part of the filmmaking process. This also provides Sundance Institute with valuable information on current practices and tools. Below are examples of some of the production questions to expect:

*-What cameras and lenses did you use on your project?*

*-Which software was used to edit your film?*

*-Did you use Adobe Creative Cloud software for any of the pre-production, production, post-production or marketing of your film?*

*-Did you use any stock footage in your film?*

*-What primary computer hardware did you use to complete your film?*

*-Did you use Dropbox (or Dropbox Replay, Capture, Sign, DocSend) during the planning, production or distribution of your film/project?*

no matter how short or long, and entail clips, trailers, social assets, or similar video available. These are used for press, editorial, and on our social to promote the film/project leading up to and during the festival, and are especially imperative for broadcast press.

Dimensions: 16:9 aspect ratio

Minimum size (Width x Height): 1280 px (width) x 720 px (height) 720p

Format: H.264 MOV or MP4

File Size: 300MB or smaller each

- Digital Poster – RECOMMENDED IF AVAILABLE

We ask for a poster that will be made available to press and potentially displayed digitally at theaters.

Minimum size (Width x Height): 2434 px (width) x 3600 px (height)

Format: JPEG

File Size: 5MB

- Digital Press Kit – RECOMMENDED

We ask for production notes or a digital press kit for background about film/projects that will be made available to press and/or for editorial use. This should include a synopsis of the film/project, credits, biographies of the filmmakers/cast/production team, official sites and social pages, and/or any other project related information.

Format: PDF

- Meet the Artist Video

We ask that ALL directors create their own Meet the Artist video to be featured on the film's project page on the Sundance Film Festival site and social channels.

- There will be 2 deadlines for the Meet the Artist video, first is in early December, and the second is in late December.