



## The Festival of Media Asia Pacific Awards 2017

### Terms and Conditions

C Squared Networks Ltd. is the organiser of the Festival of Media Asia Pacific to be held in Singapore on 21-22 March 2017.

#### 1. Eligibility

The Festival of Media Asia Pacific Awards are open to all those involved in advertising and communication – for example but not limited to: media agencies, their global and regional headquarters and their local operations; local and global media owner companies – from newspaper and magazine publishing groups to the pure-play digital brands, and from out-of-home businesses, cinema networks, mobile network operators and online retailers; specialist agencies such as out-of-home networks, specialist digital agencies; social network Apps developers; mobile agencies; content creators and managers (e.g. production companies, right holders, music businesses and sports specialists); research business and consumer insight companies; industry associations and related organisations; full-service creative agencies; marketing and media directors at client companies.

Eligible campaigns must have been implemented between 1<sup>st</sup> September 2015 and 31<sup>st</sup> October 2016. The competition is open to all countries in Asia Pacific. Campaigns can run locally or regionally in Asia Pacific.

All entries must have been made within the context of a normal paying contract with a client, except in case of charitable clients or organisations.

All entries must have been produced with the full knowledge of the trademark/copyright owner of the product or brand advertised.

Entries must be received by 9<sup>th</sup> December 2016.

Entries that have infringed any of their country of origins' voluntary or regulatory codes of practice are not eligible. Entrants should withdraw their work should an infringement arise.

#### 2. Entry Requirements

All entry forms must be completed online at [asiaawards.festivalofmedia.com](http://asiaawards.festivalofmedia.com).

There are 23 categories available to enter. There are no limits to the number of categories a single campaign can enter. However, you must supply a separate entry form and set of material for each entry and pay for each entry. Any campaigns can be submitted and all disciplines are welcome.

All entries must relate either to one advertisement/campaign or media owner. Entries relating to more than one advertisement/campaign or media owner (even if promoting the same product or owned by the same parent company) must be entered individually and paid for as separate entries.

The entry submission will only be confirmed when all parts have been fully completed. The information on the entry can be changed up until the closing date.

For all entering categories all entrants will need to provide:

- dates of the activity
- the markets covered
- a list of all agencies who should be credited
- a client contact



- two images showing the activity in progress
- a write up to explain the insight, strategy, execution and results

The organisers of the Festival of Media Asia Pacific Awards reserve the right to request a full media schedule from each entrant company to verify accuracy.

Each entry should be submitted in English and must be anonymous.

Information in the entry form will remain confidential until the end of the first judging round. C Squared Networks Ltd. reserves the right to reproduce submitted material and summaries of entries for its other events and publications. This includes using whole or part of the data or details in the submitted material for C Squared Networks Ltd. other events and publications.

### **3. Creative Material Requirements**

You must upload the following to support your entry:

- Two images of the campaign in action. For example, a screen shot from a video or web activity, copy of a press/outdoor advertisement, image of an event in progress, image of an ambient advertisement, etc. Please note: presentation/picture boards will not be accepted.

Creative submissions must be unbranded and should not include entering company names or any contributing creative companies.

All creative must be sent in a digital format and uploaded onto the entry website.

Image specifications: format: jpeg 300 dpi, RGB; each image must not exceed file size 10MB.

Please ensure high quality images are submitted or winners will be asked to re-submit material.

Video reels must be in English or have English subtitles. Video reels are only required for Shortlisted entries.

#### Shortlisted entries

Shortlisted campaigns will be asked to provide more information for the final jury, in the form of a video reel highlighting the campaign's success. Entries for which no reel is provided will not be disqualified, but may be at a disadvantage in the final judging.

More details of the specification of the video reels will be provided nearer the time. Video reels not provided by the deadline given may not be considered for judging.

#### Winners

Information in the entry form will remain confidential until the end of the first judging round. C Squared Networks Ltd. reserves the right to reproduce submitted material and summaries of entries for its other events and publications. This includes using whole or part of the data or details in the submitted material for C Squared Networks Ltd. other events and publications.

By entering into the Awards, you allow the lending or borrowing by the organizers once the shortlist has been announced

### **4. Judging**

A jury of unparalleled seniority and expertise will judge the Festival of Media Asia Pacific Awards, formed from regional network CEOs, independent agencies, media owners and clients with regional responsibilities and introducing unique perspectives from the broader creative industries.



Through an online judging process, entries will first be reviewed and scored, leading to a shortlist of the best scoring entries.

Judging of the Festival of Media Asia entries will start 21<sup>st</sup> December 2016.

The shortlist will be announced on 9<sup>th</sup> February 2017.

The Jury will meet at the Festival of Media Asia Pacific in Singapore on 20<sup>th</sup> March 2017, to choose the winners.

The winners will be announced at the Festival of Media Asia Pacific Awards in Singapore on 22<sup>nd</sup> March 2017.

## 5. Awards

There are 23 categories available to enter. All the categories may be rewarded Gold, Silver or Bronze (with the exception of the Grand Prix, where only one winner will be rewarded on each non-entering category).

There are further 'Grand Prix' awards to be awarded by a best performance point system.

## 6. Disqualification

C Squared Networks Ltd. reserves the right to disqualify any entries that do not adhere to the entry guidelines, e.g. any entries that do not fit the eligibility criteria or that have exceeded maximum word counts or failed to supply creative supporting materials, or fail to have client approval. Any decision to disqualify will be final. No refunds for ineligible entries will be given.

## 7. Fees

Please note there are three entry prices:

- Early entry price: £214 GBP (for submissions made and paid for by Monday, 31st October 2016, 23:59h GMT)
- Standard entry price: £236 GBP (for submissions made and paid for after Monday, 31st October 2016, 23:59h GMT until Friday 25th November 2016, 23:59h GMT)
- Late fee: £260 GBP (for submissions made and paid for after Friday 25th November 2016, 23:59h GMT)

Please note we invoice in GBP only. Cost per entry is £214 early entry fee, £236 standard entry fee, and £260 late entry fee. These will be subject to the current exchange rate.

Submissions will not be considered until full payment is made. Payments can be made by credit card or invoice (please have a PO number ready if required).

For entry payments under £2,000 GBP: Payment must be made online by credit card (Visa, Mastercard, JCB, Solo, Maestro and AMEX). Cheques are not accepted.

C Squared Networks Ltd reserves the right to charge an admin fee of £50 if manual invoices are requested or required on award entries totalling less than £2,000 GBP.

If you wish to pay offline, please get in touch with the following details:

- Reference number of each of your entries (you may find this number next to each entry under the 'Current submissions' section)
- Company name and address
- Finance contact (name and email address)

Payments over £2,000 GBP: Payments can be made by credit card or invoice (please have a PO number ready if required). All entries must be paid for by 9th December 2016 unless otherwise agreed in writing between the Award entrant and C Squared Networks Ltd.



## 8. Payment and acceptance of terms and conditions

Payments can be made by bank transfer into our GBP (£) bank account - details can be found at the bottom of your invoice once you finalise your entries. The invoice will be automatically sent to the entry submitter by email, on completion of the entry.

All entries must be paid for by 9<sup>th</sup> December 2016 unless otherwise agreed in writing between the Award entrant and C Squared Networks Ltd.

All completed entries registered on the Awards Submissions site when the site is closed on 9<sup>th</sup> December 2016 will be judged and must be paid for. By entering the Festival of Media Asia Awards you are committing your written submission and images to be judged and accepting the Terms and Conditions. Entry material cannot be cancelled, amended, moved between categories or removed from the Festival of Media Awards after 9<sup>th</sup> December 2016.

All Festival of Media Awards entries are refunded at the discretion of the C Squared Management.

## 9. Trophies

Please note that all trophies must be collected at the awards ceremony. If the agency or the client are unable to attend the winners' announcement on 8th May 2017 in Rome in order to collect the trophy, an admin fee and extra shipping costs will apply\*.

### Collecting your trophy at the Festival of Media Awards

On-site trophy collection by the winners or representatives of the winners is free of charge. Any shipment costs that occur from the delivery of the collected trophies to the winning offices will be covered by the winners or representatives of the winners who collect the trophies onsite. Those who collect the trophies on-site will be requested to provide their contact details to the C Squared team. For the collected trophies on-site, C Squared does not take any responsibility for trophies that might be damaged or lost during their delivery to the winners' offices. Once handed over, C Squared is not responsible for the trophies and the logistics they involve.

### \*Uncollected trophies

Winning entrants who do not collect their trophies during the winners' announcement have to arrange a courier to pick up the trophy at the C Squared Networks Ltd offices after the event. All delivery fees incurred for this will need to be paid by the entrant company. Winning entrants will be contacted to provide C Squared with a pick up address and the correct contact person for uncollected trophy pick-ups. Uncollected trophy deliveries might be processed separately to any duplicate trophy orders and deliveries.

### Duplicate trophies

Duplicate trophy orders are available after the winners' announcement. Entrants, credited companies and clients can request trophy duplicates on the [website](#).

## Trophy specifications and pricing

- Gold trophy mirror finish, 160mmx160mmx20mm, fixed to a black acrylic base to include the gold engraving plate at £599 GBP (£499 if ordered before 9<sup>th</sup> June 2017) + shipping costs
- Silver trophy mirror finish, 150mmx150mmx20mm, fixed to a black acrylic base to include the silver engraving plate at £549 GBP (£449 if ordered before 9<sup>th</sup> June 2017) + shipping costs
- Bronze trophy mirror finish, 145mmx145mmx20mm, fixed to a black acrylic base to include the bronze engraving plate at £499 GBP (£399 if ordered before 9<sup>th</sup> June 2017) + shipping costs
- The prices excludes any applicable VAT and delivery costs, which will be added to the total amount due.

## Deliveries

Fixed shipping costs are applied for 1 trophy ordered depending on the country where the delivery is addressed to as detailed below. Please note that prices may vary if more than one trophy is ordered.

£85 GBP for 1 trophy to be shipped to Latin America

£80 GBP for 1 trophy to be shipped to Middle East and North Africa

£70 GBP for 1 trophy to be shipped to Asia



£60 GBP for 1 trophy to be shipped to North America

£50 GBP for 1 trophy to be shipped to Europe

£20 GBP for 1 trophy to be shipped to the UK

The delivery period is approximately one month from the date C Squared receives payment for the order. This is an estimated delivery period and is subjected to stock availability. C Squared staff will be able to provide a specific delivery date. Full payment is required in order for the order to be dispatched. C Squared reserves the right to delay the dispatch of the order until full payment is made.

C Squared is not responsible for any delays caused by external factors events outside our control.

Deliveries outside of the UK may be subject to import duties and taxes when the order reaches its destination.

Recipients are responsible for payment of any import duties. C Squared has no control over these import charges and cannot predict their application or amount. Please contact your local customs office for further information before placing your order.

If the recipient fails to pay any import charges and the product is held, returned or destroyed, recipients agree that C Squared has no liability and is not obliged to replace the order, refund the cost or pay any further shipping costs.

Recipients are responsible for all delivery details that are provided when placing the duplicate order online. C Squared is not responsible

### **Processing orders**

C Squared will not process orders until full payment is received.

Credited companies and clients may order duplicates under the condition that the engraving details include the original entrant's company name. The original entrant will be notified when a contributing company places a duplicate trophy order.

All details will be checked by C Squared before processing the order, only winning campaigns and Grand Prix winners can receive trophies. Credits on the plate will appear as per the original credits on the entry form. The original entrant is responsible for the credits provided (i.e. entering company, country, campaign title etc.). Clients may be required to approve the engraving of the duplicate orders.

There is no limit to the number of trophies that can be ordered. Trophies are subject to stock availability.

### **10. Contact Us**

**For all Awards queries, please contact:**

**Fanny Nicot, Awards Executive**

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