

### British Council Film British Council Film Booking Guidelines

#### **Summary**

British Council Film have entered into a number of new partnerships with UK film organisations such as INTO FILM and Film London, and we're also have documentary and short film offer through our successful relationship with The Grierson Trust and BAFTA. We are still able to offer Channel 4 TV's Random Acts strand, the best of our very own British Council Film Collection and a package of animation award-winners in partnership with the Edinburgh International Film Festival.

British Council Film have a wide range of award-nominees and award-winning UK films in our list of collections. Almost all of our film packages in the collections are free for non-theatrical use, and are suitable for a diverse range of audiences. It is also a fantastic overview of contemporary UK filmmaking.

## **Conditions**

For anyone willing to borrow our film packages, there are several conditions to be noticed:

#### Pre-event:

- **1.** The request has to be made 3 months prior before the first day of the screening events.
- 2. Fill out the form (attached in Annex)
- **3.** Send the filled form to <u>ainun.wardhani@britishcouncil.or.id</u> with Subject: British Council Film Booking.

#### Event:

- **1.** Be responsible to properly handle and use all screening materials provided by British Council
- 2. Provide suitable public screening space (Venue) for presenting the programme(s). The Venue should be free from natural light and set up in a cinema-style format. All screenings must be free of charge.
- **3.** Provide all audio visual equipment necessary for the proper display of the Programme(s). This should include, but is not limited to: HD projector, projection screen, suitable media player (Blu ray, DVD, Quick Time player), amplifier and speakers
- **4.** Put British Council logo in all promotional materials: posters, flyers, opening invitation, program books, website, etc. (Depends on agreement)

- **5.** Promote "British Film" via twitter account, mentioning @IDBritishArts and via Instagram, mentioning @idbritisharts with hashtags #idbritisharts #britishfilm
- 6. Allow space for British Council's booth (e.g. placement of banners during the activities, distributing free stickers, etc depends on agreement.

# After event:

- 1. Return all materials within 10 working days after the last screening
- 2. Share a copy of audience count and audience database to British Council, at the latest 10 working days after the completion of the screening event
- 3. Share a copy of any related photo-video documentations to British Council, at the latest 10 working days after the completion of the screening event

#### **IMPORTANT:**

- 1. The works must not be duplicated without written permission from the British Council. If permission is granted to copy the data file for the sole purpose of the screening, the borrower must ensure that this data is permanently deleted once the screening has taken place.
- 2. All screening events must be free of charge (depends on agreement).

Contact person: Ainun Wardhani (ainun.wardhani@britishcouncil.or.id)