



Entering the 2010 ATOM Awards Checklist

1. **Submit your entry / entries online** using the online entry form.
2. Follow the instructions on the online entry form to **submit your production in multiple award listings** and/or to enter a number of different productions.
3. **Print out your order receipt**, which will contain all information on your entry, including your entry number.
4. **Send the following to ATOM** (via post PO Box 16 Altona, Vic 3018 OR via courier 14A Dalgety St, St Kilda, Vic 3182) within 5 working days of your entry submission:
 - i. **Your DVD, VHS tape/s or CD** containing your entry footage (and your disc of stills, referred to below).

Your footage MUST also be clearly labeled with your entry number and have an attached copy of your order receipt.

Please double check your media and instructions of use before sending to ATOM. If we cannot view your production, we will be unable to judge your submission.

Note: Multimedia entries must supply installation instructions, passwords, plus system and hardware requirements.

- ii. **Still Images** - Create and send a separate disc, containing no more than 5 still images. Your disc **MUST** be clearly labeled with your entry number.
- iii. Each still **MUST** be titled with the name of the production and any other relevant reference.

Only the following formats will be accepted:

- Jpeg
- Bitmap
- Tiff

Please DO NOT zip the stills files on the disc, provide as individually accessible images only.

- iii. **Stamped, Self-Addressed Envelope.** If you want to have your entry returned to you at the close of the awards, please provide packaging and pre-paid postage. Australia Post's Express Post Satchels and Prepaid Parcel Satchels are the preferred options (please ensure correct weight allocation is purchased in order that your entry is returned without additional cost to you).
- iv. **If you are student, please provide proof of student ID or health care card.** If you have applied for concession rates, you must enclose a photocopy of your student ID or Healthcare Card with your awards submission.

If this information is not provided, you will be billed for the full amount.

NOTE:

Your entry **WILL NOT** be judged until the relevant fees have been paid.

Further, ATOM will NOT accept entry footage that is sent via email, FTP or any other downloadable format. If you can't get your footage to ATOM via post or courier delivery, your entry will not be processed.

IF YOU ARE SELECTED AS AN ATOM FINALIST...

If you are selected as a 2010 ATOM Awards finalist, you will need to provide 2 x 35 second clips OR master tape with listed 'in and out' points by NO LATER THAN Friday 20 August, 2010, according to the specifications below:

Accepted formats:

- standard definition 16:9 720 x 576 anamorphic
- SD 4:3 720 x 576
- HD 1920 x 1080 interlaced or progressive
- HDV 1440 x 1080 interlaced or progressive
- HD 720 x 1280 progressive

Accepted media:

- quicktime (any codec)
- .avi
- .wmv
- Mini DV
- MPEG IMX
- DVD with no CSS or Macrovision

If your entry is a website, then it is preferable that you provide finalist footage as a motion capture of the website. You will receive more instructions and checklists if you are selected as a finalist, however, this information has been included above for your general reference in order that you know what footage you will need to prepare if you are a finalist.