

1. REVIEW

Review the following information before you begin your entry:

- **General Information**
- **Production Types & Categories**
- **Entry Material Specifications**
- **Fees & Payment**
- **Shipping Information**

2. ONLINE ENTRY SYSTEM

<http://entry.filmfestawards.com>

Click **Register** to create a new account.

If you have already registered, enter your email address and password to log into the entry system.

3. CREATE ENTRY

Click **Create New Entry** to begin. The online entry system will guide you through all the necessary information to provide for each entry. Repeat this step for each new entry.

4. FINALIZE ENTRIES

There is no need to finalize each entry separately. Click **Pending Entries** to view a list of the entries that have been created. You may click **Edit** to make any necessary changes to the entries needed. Click on the checkbox next to each entry, and click **Finalize**. (NOTE: if a checkbox does not appear next to an entry, this means that the entry has incomplete information, and is not yet ready to be finalized. Click Edit to submit all required information.)

5. PAYMENT

Select a payment method:

- **Credit Card**
Visa, MasterCard, American Express
- **Check or Money Order**
By U.S. Bank Draft in U.S. Dollars
- **Bank Transfer**
An additional fee of US\$45 per Bank Transfer will be added to the total.

6. SHIPPING

If your entry includes DVDs or CDs, they should be received in our office within 7 days of entry finalization. We recommend shipping by air courier, not post.

U.S. International Film & Video Festival
Attn: Entry Department
713 South Pacific Coast Highway, Suite A
Redondo Beach, California 90277 USA
(310) 540-0959

7. ENTRY ACKNOWLEDGEMENT

Entries will be acknowledged and confirmed via email once your Festival entry fees have been paid, and physical entries (if applicable) have been received in our office. Review the entry acknowledgement email and make any necessary corrections (e.g., Title, Contact Information, etc.).