



Submission Requirements for Documentary Short Subject

For films being released between September 1, 2015 and August 31, 2016, the completed online submission form and all other entry materials must be received by the Academy no later than **30 days after** the end of the qualifying run or festival award win. No submissions will be accepted after 5pm PT on **Thursday, September 1, 2016**.

To submit your film, go to submissions.oscars.org to register and request access to the Documentary Short Subject category. Once approved, you'll receive an automated email with instructions.

Please provide the following via Dropbox:

- PDF of the signed entry form
 - Legal billing (the film's full opening and closing credits as they appear in the film)
 - Letter from the film festival confirming the film's qualifying festival award
- OR
- Letter from the Los Angeles or New York theater confirming the completion of the qualifying release including the projection format, release dates and screening times.
 - Digital copies (scanned image or PDF) of the required advertisement for either the Los Angeles (LA Times or LA Weekly) or New York (NY Times, Time Out or Village Voice) qualifying releases. Please ensure that the scans show the publication name and date. Ads must be at least one inch by two inches and include the theater, film title, exhibition dates and screening times. Please note that a listing in the theater grid will NOT meet this requirement.
 - Poster of the film (if available) in two file sizes
 - 600 ppi at the original size, typically 40 x27, RGB color mode
 - 100 ppi, 230px by 340px, JPG file less than 150kb

Additionally, please provide:

- 50 DVDs of the entry, without trailers or other extraneous material, capable of playing on Region 0/NTSC standard definition DVD players. DVDs must be in individual white paper sleeves and must include the title, running time and director name only. No artwork, contact information, company name or film logo is acceptable on the DVD labels or sleeves.
- Digital delivery of the film for streaming purposes via Media Shuttle:
www.oscars.org/oscars/rules-eligibility/media-upload

Please send DVDs to the following address:

Documentary Short Subject Entry
A.M.P.A.S.
8949 Wilshire Blvd
Beverly Hills, CA 90211