

TORONTO INTERNATIONAL FILM FESTIVAL

SEPT 5–15 2024 #TIFF24

MARKET SCREENINGS
TERMS & CONDITIONS

tiff

CONTENTS

3

TERMS & CONDITIONS

6

**TECHNICAL RULES
& REGULATIONS**

10

SHIPPING INFORMATION

TERMS & CONDITIONS

Terms & Conditions for Participation in 2024 Toronto International Film Festival Market Screenings

I. APPLICATION OF THESE TERMS & CONDITIONS

- (1) Toronto International Film Festival Inc. is pleased to offer a market screenings programme to sales agents, distributors and production companies to screen films to industry professionals. Bookings are open to both companies with and without films in Official Selection.
- (2) For 2024, Market Screenings will be understood to mean privately booked screenings hosted by TIFF
- (3) The following terms and conditions (the “Terms”) apply to all films (the “Films” or “Film”) participating in the 2024 Toronto International Film Festival Inc. (“TIFF”) market screenings, taking place **September 4 - 14, 2024**. To the extent that this document is inconsistent with any other document prepared by TIFF or anyone else, this document will take precedence. Any questions about these Terms should be directed to privatescreenings@tiff.net

II. BOOKING

- (1) In order to confirm the Film’s participation in the TIFF market screenings programme, an individual having authority to represent the Film (the “Registrant”) must complete and submit the online booking form as provided by the Market Screenings team (the “Booking Form”)

III. PAYMENT

- (1) Market Screening slot requests are confirmed upon receipt of credit card payment. Payment must be received within 48 hours of request approval and immediately if the request is within one week prior to the Festival. Should payment not be received within 48 hours or immediately if the request is within one week prior to the Festival, the slot will be released.
- (2) Refunds will not be issued for canceled screenings.

IV. BOOKINGS

- (1) The Regular Booking Window (**July 10 - July 31, 2024**) is open all companies and to titles identified as eligible for the TIFF Industry Selects designation, companies with films in Official Selection and confirmed National Agencies exhibiting in the TIFF Industry Centre. Companies will be presented with the offer to participate and must accept the invitation within a 3 day period. Eligible companies will also have the opportunity to book up to 1 additional screening for a film they represent that isn’t identified as eligible for the designation. All slots are filled on a first-come, first-served basis, with TIFF communicating approval or denial accordingly.

- (3) The Late Booking Window ([August 1 - August 16, 2024](#)) is open to all companies. A total of 5 screenings can be booked including those confirmed in the Regular Booking Window. Available slots will be offered on a first-come first-serve basis, with TIFF communicating approval or denial accordingly.
- (4) Confirmed bookings are non-refundable. Changes to slot dates and times won't be possible once the slot is sold.
- (5) Confirmed bookings are non-transferable between companies.
- (6) Technical Checks for confirmed bookings are scheduled by TIFF 30 minutes prior to the start time of the screening for a duration of 10 minutes maximum. Should a longer technical check be required this can be arranged with TIFF's technical production services team at an additional cost.

V. DELAYS & CANCELLATIONS

- (1) If content arrives late or fails to meet the required delivery format specifications, the booking company may forfeit the right to use the space assigned to it, and will receive no refund and no other accommodations. In the event that the screening is delayed for technical or other reasons that are solely the fault of TIFF, TIFF will make best efforts to continue with the screening on a delayed schedule or reschedule the screening to an available slot.

VI. PARTICIPATION AGREEMENT

- (1) By completing the Booking Form the booking company represents that it has the right to provide the film for market screening, either on behalf of, or as agent for any and all holders of rights in and to the film and any and all components thereof, including without limitation, all owners creators, writers, producers and/or authorized representatives of the film, and that I have read and agree to abide by the 2024 Market Screenings Technical Rules & Regulations. The booking company agrees to indemnify and hold harmless Toronto International Film Festival Inc., its licensees, successors and assigns, and its and their members, officers, directors, employees, agents, representatives, associates and affiliates (each, a "Releasee"), from any claim, suit, action or other proceeding brought against a Releasee and from any losses, costs, or damages, including the Releasee's full legal costs, which it may have suffered or incurred or may suffer or incur, directly or indirectly based on, in connection with, or arising from the market screening contemplated herein, or the breach or alleged breach of any representation, warranty or other agreement.

TECHNICAL RULES & REGULATIONS

Technical Rules & Regulations

Note: This document uses the term “Market Screening copy” as a generic term to refer to your DCP

Key Points:

- Market Screening copy must be a physical delivery to the Festival office **on or before Friday, August 16, 2024**. For any Market Screening booking confirmed after August 16, 2024, the Market Screening copy must be received within 5 days of booking confirmation with an **absolute deadline of August 21, 2024**. All late content will be subject to a \$250 CAD fee. Replacement copies received after the deadline will be subject to a late fee.
- Festival exhibition copies will not be available for Market Screening use.
- Do not arrive at your screening with a replacement copy. Arrangements for substitution or changes to the screening material must be made directly with Film & Digital Print Services as Festival policy dictates that venue staff cannot receive or return screening materials without proper authorization
- You are solely responsible for the quality and integrity of your Market Screening copy. It is in your best interest to thoroughly test and preview your Market Screening copy prior to sending it to us. The Festival will not make compensatory adjustments for unconventional picture or sound calibration. Content failing to meet the exact technical specifications provided will be subject to a \$250 CAD handling fee.
- Any required subtitles must be embedded in your screening copy and not provided as a separate file. Closed caption files must be correctly synchronized for playback with the screening copy.
- It is preferable for Distributor logos to be wrapped into the DCP provided to the Festival. If this is not possible, the Festival will attach logos providing they arrive with specific written instructions either before or with the Market Screening copy.
- The Festival requires at least 48 hours turnaround time to return your Market Screening copy after the final screening.
- Technical queries can be directed to: technical@tiff.net

Your Private Screening copy must arrive as a DCP

These regulations fully describe all of the Festival’s requirements for accepting delivery of content in DCP format and it is imperative that they are read and understood by the parties creating your DCP, shipping your DCP and by those responsible for authorizing and creating your KDM. Content should be fully validated for DCI compliance by the facility producing your DCP. It is your responsibility to ensure that DCP hard drives are formatted correctly and are error free.

Main Technical Specifications

MARKET SCREENING FORMAT:

- 24, 25, 30 fps supported.
- Timed Text Font and Font Call should be included inside the XML package.
- Supplied fonts utilized for Timed Text must be smaller than 640 KB.
- Subtitles must always be in the active picture area.
- Audio: 5.1 is standard in Market Cinemas and Cinemas 5 and 6 are 7.1 capable.
- Encryption is optional. The Festival regularly handles a large volume of DCP content that does not require a KDM.
- Proper file naming convention of your file must be observed. See: <http://isdcf.com/dcnc>
- Note that the “Content Title Text” is the reference by which content is identified on a server.
- Annotation Text, CPL, and KDM must all reference the same filename.
- No bars, no tones, and no slates should be encountered on the screen when your DCP is played.

Hard Drive and Contents

- Supplied hard drives must only contain the version (CPL) of the movie that is being screened at the Market Screening. An Original version package with the Version File for your screening is acceptable provided that naming convention of files is strictly adhered to observing OV and VF suffixes and language/subtitle code in Content Title Text.

Hard drive:

- Master Boot Record partition scheme. The supplied hard drive must contain only a single partition and the formatted partition with content in it must be the first primary partition record.
- EXT 2 or EXT 3 (Linux) formatted
- No other file system will be accepted
- Temporary file transfers resulting from DCP content not meeting the correct hard drive specification will automatically be billed to the content provider at a fee of \$250.00 CDN (plus 13% HST).

Physical Packaging

- Your hard drive should be clearly labeled with the Film Title as it is referenced for your Private Screening as well as the Content Title Text (“file name”).
- Your hard drive should arrive in a sturdy robust container that has a rigid exterior and sufficient semi-rigid foam padding to protect the hard drive from rough handling in transport.
- Do not pack hard drives with loose foam chips.

KDM/Encryption

- If your DCP is encrypted, TIFF’s KDM team will supply server certificates and instructions to the designated KDM contact only after the date and time of your Private Screening has been confirmed and server designations are confirmed for Festival. This information will be available as of August 11, 2024.
- To facilitate the ability to preload content and test keys in advance, keys should be valid from Tuesday, September 5, 2024 to Sunday September 15, 2024 at 11:59pm OR one hour past the end of your last Private Screening.
- Keys should be provided via email to: kdm@tiff.net and should be received no later than August 21st, 2024.
- If you are screening an officially scheduled film for your Private Screening and for which the DKDM has already been provided to the Festival, the Festival will generate the KDM for your Private Screening.

SHIPPING INFORMATION

Market Screening Shipping Information

Please note:

- i. Festival exhibition copies will not be available for Private Screening use.
- ii. Unreturned Private Screening copies will be destroyed after [October 14, 2024](#).
- iii. The Festival will not pay for inbound or outbound shipping of materials for Private Screenings.
- iv. All packages containing screening materials must be clearly labeled with the title of the film, the sender's address and the Festival address (see below).
- v. Please do not pad shipping containers with loose foam chips or any paper materials that shed fiber.
- vi. Films sent to the Festival enter Canada on a temporary, duty-free Canada Customs Permit. Films must, therefore, leave Canada following the Festival to retain their duty-free status. To ensure shipments clear Canada Customs without delay, please follow these instructions:
 - Include three copies of a commercial invoice (declaration of contents) on your letterhead containing the following information, which must be included with the courier waybill:
 - o Sender's name, address and telephone number
 - o Receiver's address (Festival address)
 - o Title of the film and format
 - o Length of film
 - o Fair market value (\$100 CAD for DCP)
 - o Country of manufacture
 - o Declaration "Goods on loan for Festival purposes only. To be returned to country of origin. Value for customs only. No commercial value. Non-pornographic."
 - o Sender's signature
 - o Please also indicate on the waybill and package(s) that the Toronto International Film Festival's customs broker is: Russell A. Farrow Customs Brokers, Toronto International Airport (telephone: 416-622-3777).
- vii. On the date of shipment, the Festival must be informed by email of date of shipment and waybill shipping number.

FESTIVAL ADDRESS

TORONTO INTERNATIONAL FILM FESTIVAL
Attn: Jeff Wright, Film & Digital Print Services
Reitman Square
350 King Street West
Toronto, Ontario
Canada
M5V 3X5

Jeff Wright, Coordinator, Film & Digital Print Services

Email: jwright@tiff.net

Telephone: 647-770-4199

ANTI-PIRACY PRECAUTIONS AND RELEASE

The Toronto International Film Festival endeavours to take all reasonable anti-piracy precautions. While on Festival premises, copyrighted materials are securely stored and vigilantly inventoried. Access to these copyrighted materials is limited to the Festival's Film & Digital Print Services and Projection staff. No duplication or loaning is permitted. By submitting your material to the Festival, you hereby release the Festival from any and all risk and liability in the event of theft or breach of copyright of your materials while on Festival premises or in transit thereto or therefrom.

KEY DATES & SUBMISSION DEADLINES

Regular Booking Window..... July 10th - July 31st

Late Booking Window..... August 1st - August 16th

Publicity materials due..... August 10th

Market Screening

Physical Delivery deadline..... August 16th

KDM/Encryption Keys

Submission deadline..... August 21st

CONTACTS

Chelsea Young | Coordinator, Industry Screenings
cyoung@tiff.net | privatescreenings@tiff.net

Brittany Allan | Senior Manager, Industry Sales & Services
ballan@tiff.net

tiff

INDUSTRY

See You In Toronto!

