

# Festival of Media Global Awards Entry Template

## Open For Entries:

Tuesday 26 November 2019

## Early Discount Deadline:

Thursday 19 December 2019

## Entry Deadline:

Thursday 30 January 2020

## Shortlist Announcement:

Thursday 2 April 2020

## Awards Ceremony:

Thursday 21 May 2020

*This template is designed to ensure you have all the relevant information at your fingertips to complete your submission.*

*Once you have completed it, you must register on the entry site:*

<https://festivalofmediaglobal.awardsplatform.com>

## Entry Prices

**Early entry price: £375 GBP**

for entries submitted and paid for by **Thursday 19 December 2019 (23:59h GMT)**.

**Standard entry price: £390 GBP**

for entries submitted and paid for by **Thursday 30 January 2020 (23:59h GMT)**.

**Late Entry: £435 GBP**

for entries submitted after **Thursday 30 January 2020 (23:59 GMT)**.

The organiser reserves the right to extend the entry period if there is demand. Any entries submitted after the deadline will incur a **£45 GBP** late fee added to the standard entry fee.  
**(For all UK participants, VAT will be added)**

## Entry Guidelines

- To be eligible for the entering categories, the majority of the campaign must have run between **1 January 2019 and 31 January 2020**.
- You will be asked to enter a written entry plus 2 images. If you are shortlisted, you will be asked to provide additional information.
- **Please note: All written and creative submissions should not include entering company or contributing company names and branding.**
- Campaigns may be entered in more than one category. It is advised to adjust your written entry if you are entering in more than one category as judges will be looking for different information in each category.
- All campaigns must be entered in English.
- Please ensure the listing of your company name and any other credits on your entry form are correct and approved before completing and submitting
- Ensure your submissions have been properly spell checked before being entered.
- The information submitted will remain confidential until the end of the first round of judging. Once the Shortlist is announced, C Squared Networks Ltd. reserves the right to reproduce submitted material and summaries of entries for the Awards promotion and its other events and publications.

## What Other Information Can I Find In This Pack?

- [Written entry template](#)
- [How to upload supporting images and in what format?](#)
- [Uploading videos – if shortlisted](#)
- [Payment process](#)
- [Contact information](#)

## Written Entry Template - Best New Technology Initiative

This category will look to reward the best service, initiative, software, hardware or product that has been created as a spin off from the main business function over the last 12 months and has had an exceptional impact in the global media and marketing sector and for the company itself.

If shortlisted, entrants will not be required to provide a case study video, but instead provide additional information about their work and how they operate.

This template is a direct reflection of the entry form that you submit online when you are ready to enter:

<https://festivalofmediaglobal.awardsplatform.com>

## SECTION A: Basic Entry Information

<p><b>Entry Title</b></p> <p>This is the name given to the entry for a certain campaign that was launched or aired. In the case of the entry being shortlisted this is the title used in publication. The entry title should be the same over different categories for the same campaign.</p>	
<p><b>Entering Category</b></p> <p>The category you would like to enter your work into. Once one entry is completed, you will be able to clone the same entry in different categories.</p>	
<p><b>Entering Company</b></p> <p>The entrant company is the business that submits an entry for the consideration of the festival. In the case of the entry being shortlisted, this is the company being named on the shortlist. In case of winning an award, the entrant company is the entity receiving the trophy. There can be only one entrant company.</p>	
<p><b>Agency Network</b></p> <p>A group of a media agencies, with offices around the globe sharing the same network name in their name a, e.g. Mindshare or OMD.</p>	
<p><b>Agency Group</b></p> <p>A group of a networks, with offices around the globe, owned with 51% or more by the Parent media group. This would be GroupM, Omnicom Media Group, Publicis Media, Mediabrands, Havas or Dentsu Aegis Network.</p>	
<p><b>Type of Company</b></p> <p>e.g. advertiser, media agency, advertising agency, media owner, etc.</p>	
<p><b>Entering Country</b></p> <p>The entering country is based on the location of the entrant company. In case of the entry being shortlisted, this is the country being named on the shortlist.</p>	
<p><b>Secondary contact (email address)</b></p> <p><u>Note:</u> We will be contacting this person too if the entry is shortlisted</p>	
<p><b>Markets Covered</b></p> <p>List the countries or regions in which the campaign operated.</p>	

## SECTION B: The Written Entry - Best New Technology Initiative

Please be aware of the word count.

<p><b>Set the Scene</b> Tell the judges about what you do, why is it different and why should they be impressed? (200 words max)</p>	
<p><b>Difference</b> Explain how the product, service or initiative is unique and offers a very different solution to what was previously in the market. (350 words max)</p>	
<p><b>Industry Impact</b> Evidence of the impact the initiative has had in the industry over the last 12 months. Has it been bought, borrowed or used by key industry companies? Has it changed the way businesses are operating in the industry? (350 words max)</p>	
<p><b>Impact on business</b> How has this new initiative changed business? Your chance to explain and give examples i.e increased revenues or clients. (350 words max)</p>	
<p><b>Supporting Link</b> You have the opportunity to provide a link to supporting material, this might be a promo film, demonstration film, article, press release or case study.</p>	

## Uploading Your Supporting Materials

### 1. Images

**You may upload 2 images of the campaign in action to support your entry.**

- Image specifications: format: jpeg 300 dpi, RGB; each image must not exceed file size 10MB.
- The images may be a screen shot from a video or web activity, copy of a press/outdoor advertisement, image of an event in progress, image of an ambient advertisement, a presentation image etc.

### 2. If Shortlisted

**ONLY IF SHORTLISTED, we will be in touch to collect additional supporting materials e.g Promo video, link to article, press release etc.**

**Usually we require a 2 minute case video from shortlisted entrants, however we understand that this might be difficult for tech companies to create. Therefore, we will be flexible in allowing you to provide additional information about your entry and how you operate.**

## Payment Process

Please note your payment will be processed in British Pounds (£GBP).

## Entry Prices

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## For entry payments under £1.600 GBP:

Payment must be made online by credit card (**Visa, Mastercard, JCB, Solo, Maestro and AMEX**). Cheques are not accepted. Please note that card payments will always be processed in **British Pounds (£GBP)**.

## Payments over £1.600 GBP:

**Payments over £1.600 GBP can be processed either via invoice or credit card. Both options will automatically appear on the entry site while proceeding to the payment.**

*You will automatically receive an invoice or payment confirmation email in your inbox. C Squared Networks Ltd reserves the right to charge an admin fee of £50 if manual invoices are requested or required on award entries totalling less than £1.600.*

## If you wish to pay offline, please get in touch with the following details:

- **Reference number of each of your entries**  
(you may find this number next to each entry under the 'Current submissions' section)
- **Company name and address**
- **Finance contact (name and email address)**

Bank details will be found at the bottom of your invoice, once requested. Please note that bank charges may apply and should be covered by the entrants, when paying by bank transfer.

**All completed entries registered on the awards submissions site when the site is closed on the final deadline will be judged and must be paid for.** Entries may be withdrawn after the final deadline, however will not be eligible for a refund. Entries that have been completed will become liable to payment, even if deciding to withdraw from the festival.

*All Festival of Media Awards entries cancellations requests before the final deadline are refunded at the discretion of the C Squared Networks Ltd. Management and will occur an admin fee of £50 GBP.*

**ALL SUBMISSIONS CAN BE ALTERED AT ANY TIME UP UNTIL FINAL ENTRY DEADLINE**

## ANY QUESTIONS?

### Awards queries:

T: +44 (0) 20 7367 6460

E: [awards@festivalofmedia.com](mailto:awards@festivalofmedia.com)