

festival delivery items.

materials for our **films** page:

TFC provides materials to film festivals via our **films** page. We provide all information that a festival would need to create an entry in their program guide or website, including hi-res images and trailer links.

Step 1: Information

Please fill out information about your film at the following URL:

thefilmcollaborative.org/films/festivaldelivery

Step 2: Deliverables

Items to be mailed:

On DVD Media

- Clean Blu-Ray of film (no watermark)
- Clean DVD of film (no watermark)

On Hard Drive

- QuickTime Pro Res HQ 422 master of the feature*
*preferred: original language (no subtitles) in Channel 1 and 2 stereo / M&E track in channel 3 and 4 stereo, and separate subtitle file, if applicable, in .stl or .srt format

Other Physical Items

- DCP of the feature

Items to be placed on our FTP:*

1. Five (5) - Ten (10) for your most compelling **hi-res images**, plus one **director photo**
2. **Key Art** (at least 1200 x 1800 px) for web (required)
3. **Key Art** (full resolution poster @ 27x40) for festivals to print on their own (optional)
4. **Press Kit** (Word doc or PDF)
5. **W9 Form** (<http://www.irs.gov/pub/irs-pdf/fw9.pdf>)
6. Time coded **Dialogue List** for festivals needing to make subtitles of the film (Word doc or PDF)

NEW FTP

hostname/server: ftp.thefilmcollaborative.org

username: assets@thefilmcollaborative.org.org

password: filmmaker

port: 21

*We prefer not accept materials via YouSendIt or other file delivery services. If you do not have access to an FTP client, you may share a designated folder via Dropbox by inviting **david@thefilmcollaborative.org** and **jeffrey@thefilmcollaborative.org**. Please do not put large files, such as trailers or clips in the dropbox folder.

Where to send

DCPs, Blu-Rays and **DVDs** should always be sent to the following address. Send **Hard Drives** here as well when materials are being shipped all at once:

Kathy Susca
The Film Collaborative
3367 Andrita Street #10
Los Angeles, CA 90065
(818) 929-4771

If you are sending a **Hard Drive** separately, please send it directly to the following address. **DCPs, Blu-Rays** and **DVDs** should never be sent here:

David Averbach
The Film Collaborative
2261 Market Street, #647
San Francisco, CA 94114
(415) 255-7951

Items to be delivered electronically:

On Vimeo :

- Two separate HD (720p or 1080p) versions of your film uploaded to Vimeo. One with watermark, burn-in, or non-intrusive time code; one without watermark or any other burn-ins.
- HD (720p or 1080p) version of your trailer or teaser.
Additional specs can be found here: <https://vimeo.com/help/compression>. SD version not accepted.

Questions? Contact david@thefilmcollaborative.org