



BUREAU OF FIRE PROTECTION  
**APOY AT LENTE 2020:**  
**SHORT FEATURE FILM FESTIVAL**  
GENERAL GUIDELINES

**I. ABOUT**

**A. APOY AT LENTE: The BFP Feature Film and Photography Festival**

Apoy at Lente (Fire and Lens) is a feature film festival open amateur for armature, independent or student film makers; and a photography contest open to professional photographers nationwide. The contest is design to tap into the growing society of freelance film makers that are making noise in the field of independent film.

The goal of the contest is to produce documentaries or feature films telling stories related to fire, be it stories of courage, bravery, hope and life of those people who had a close encounter with fire. By showing these kinds of films to the public and through the social media, the BFP hopes to open up the public's consciousness to fire safety.

**II. MECHANICS**

**1. General Guidelines**

- 1.1 The short feature film festival is open to all independent, amateur/freelance, or student filmmakers nationwide.
- 1.2 The feature films shall have a minimum of 7 minutes and a maximum of 10 minutes, including the opening and closing credits. All entries must be accompanied with a 220 words narrative discussing the plot and the inspiration behind the film.
- 1.3 Feature Films must depict either of the following themes leading to the general theme of "Matuto Ka. Sunog Iwasan Na!";
  - Life of a Firefighter
  - Fire Incident Victims
  - Recent Fire Incidents
  - Life changing events because of fire
  - Life of a fire volunteer (civilian counterpart of the BFP)
  - Heroic acts during fire incidents
  - Personal life stories on a fire incident
  - Dreams of being a firefighter
- 1.4 It can be in Filipino or English language but depiction through the native dialect where the film was produced is encouraged. Non-Filipino (Tagalog) entries must incorporate a subtitle. Entries previously competed in either local or international short feature film contest are not allowed. However, those featured in school or intercollegiate competitions are slowed to join.
- 1.5 Entries must have been produced within the period of 2019 and 2020 leading to the competition entry deadline.
- 1.6 Organic members of the Bureau of Fire Protection are **NOT ALLOWED** to join the contest.
- 1.7 Entries once submitted can no longer be retrieved for whatever purposes. be it editing or



new copies of entries when unavoidable circumstances like loss or damage happens to the entries.

- 1.11 The BFP reserves the right to, without need of any payment, make copies of the top ten (10) short feature films, produce film clips and video stills of the films, and use them for promotional use via internet, TV, radio, and other media.
- 1.12 The BFP reserves the right to screen the finalists outside of the Festival, without need of any payment at any venue and across different platforms.
- 1.13 By entering the Festival, the participants agree to abide by the Festival guidelines and rules.
- 1.14 In case of any violation of the guidelines and rules, the organizers and the Selection Committee reserves the right to disqualify the participant and their film or remove them from the program.
- 1.15 The organizers and Selection Committee reserves the right to disqualify any participant and/or to forfeit any prize from a participant who is found to have committed plagiarism or has undertaken fraudulent practice and/or activities harmful to the Festival or the Festival submission process.
- 1.16 The BFP reserves the right to create, revoke, and modify at any time, in any way its entry requirements, rules and regulations at its absolute discretion without prior notice. Finalists and submitted entries shall be bound by any amendments or addition to the entry requirements, rules and regulations herewith.
- 1.17 The decision of the Selection Committee and Board of Jurors is final and irrevocable. The board reserves the right not to give an award in any category should no entry merit it. The Board will not be obliged to give explanation for the results.

## 2. ENTRY REQUIREMENTS

2.1 Submission of entries can be made through either of the following means:

**a. Direct Submission at BFP National Headquarters**

- Direct submissions must be made through the office of the Fire Safety Information Division, Directorate for Fire Safety and Enforcement at BFP National Headquarters. Entries received by any other offices will not be considered.

**b. Submission through any of the Regional Headquarters of the BFP**

- Submissions can also be made through the office of the regional Chief, Community Relations Section at any of the Regional Headquarters of the BFP nationwide. Said entries will be consolidated and transmitted by the Regional CRS on scheduled date prior to initial screening.

2.2 Submission by either of the two means shall be accompanied by the following:

- a. Letter of Intent to join the Apoy at Lente 2020: Short Feature Film Festival; *(see attached Form A)*
- b. Duly accomplished/Notarized Application Form with attached two (2) recent 2x2 ID photos and a copy of Govt. issued ID of the filmmaker(s); *(see attached Form B)*
- c. Notarized Affidavit of Undertaking of the applicant; *(see attached Form C)*
- d. Hard/Soft copy of detailed filmography; *(see attached Form D)*
- e. 5. Hard/Soft copy of detailed Synopsis *(not more than 200 words)* and filmmaker's background; *(see attached Form E)*
- f. Hard/Soft copy of Script/Transcript of Film;
- g. Soft copy of Film's Poster Design in PDF format (18x24 in, 300 dpi);



**3. SELECTION OF FINALISTS**

- 3.1 Ten (10) entries will be chosen as finalists by the Screening Committee. The successful finalists will be announced One (1) Month prior to the official screening of the films.
- 3.2 Block screenings will be held in cinemas nationwide on **July 8, 2020**. The final judging will be held on the same date of screening.
- 3.3 Selection of winners will be based on content and choice of subject, story and screenplay, including technical standards for cinematography, production design, sound, editing, and other specialized aspects in filmmaking.

**4. CRITERIA FOR JUDGING OF SELECTED FINALISTS**

4.1 Selection of winners will be in accordance with the following criteria.

- 30% Originality and Creativity of Content
- 30% Engagement and Appeal
- 30% Visuals and Musical Scoring
- 10% Technical Execution
- 100% TOTAL

4.2 Selection of the Best in Musical Scoring and Best Editing shall be based on the Judges' unanimous choice.

**5. AWARDS**

Successful entries will receive the following prizes.

CATEGORY	NUMBER OF WINNERS	PRIZE
Best Picture	1	Php 100,000.00 and a Trophy
Notable Mentions	3	Php 30,000.00 and a Trophy
Best in Musical Scoring	1	Php 30,000.00 and a Trophy
Best Editing	1	Php 30,000.00 and a Trophy

**III. NATIONAL SCREENING AND ARTS CONTEST EXHIBIT**

- 1. The National Screening of the Feature Film Festival and Exhibition of the photo, drawing and poster making entries will be done during the 1<sup>st</sup> Fire Congress to be held on the 3<sup>rd</sup> week of July 2020.
- 2. The final judging will be held prior to the said event and the winners will be announced one week prior to the awarding ceremony. With the exemption of the feature film festival wherein the winners will be announced during the awarding ceremony.



*Form A/ Apoy at Lente 2020: SFFF*

**LETTER OF INTENT**

\_\_\_\_\_ **Date**

**FIRE SAFETY INFORMATION DIVISION**  
**Directorate for Fire Safety Enforcement**  
BFP Short Feature Film Festival 2020  
4<sup>th</sup> Floor, FSID, BFP-NHQ Building  
Agham Road, Brgy. Pag-asa  
Quezon City, Philippines

Dear **Sirs/Mesdames:**

This is to inform you of my intent to submit an entry film with the working title \_\_\_\_\_ for the Apoy at Lente 2020: Short Feature Film Festival.

I / We understand that an entry film/scripts must be submitted on or before 5pm of 22 MAY 2020.

Sincerely yours,

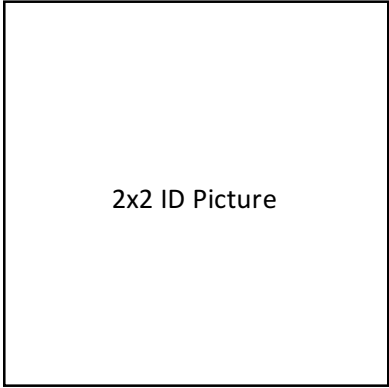
\_\_\_\_\_ **Name of applicant**

**Email address:** \_\_\_\_\_

**Contact Number:** \_\_\_\_\_



\_\_\_\_\_, 2020  
DATE



2x2 ID Picture

# APPLICATION FORM

Applicant(s): \_\_\_\_\_

Title of the Film Entry: \_\_\_\_\_

Director(s): \_\_\_\_\_

Genre: \_\_\_\_\_ Total Running Time: \_\_\_\_\_

Government issued ID: \_\_\_\_\_ (Attach Photocopy)

TIN # \_\_\_\_\_ Email Address: \_\_\_\_\_

Business Telephone No.: \_\_\_\_\_ Business Fax No.: \_\_\_\_\_

Membership Affiliation / Accreditation: \_\_\_\_\_

Lead Actor(s):  
\_\_\_\_\_  
\_\_\_\_\_

Lead Actress(s):  
\_\_\_\_\_  
\_\_\_\_\_

Scriptwriter(s):  
\_\_\_\_\_  
\_\_\_\_\_





I/We hereby certify: that the above information are true and correct based on my/our own personal knowledge and belief; that should there be changes in the above stated data, I/We hereby undertake to immediately inform the Apoy at Lente 2020: SFFF and obtain the necessary approval as may be required under the Apoy at Lente 2020: SFFF Rules, knowing the failure to do so will disqualify me/us from the Apoy at Lente 2020: SFFF; that I/We have fully read the Apoy at Lente 2020: SFFF Rules and Regulations and hereby commit that I/We will abide and faithfully comply with the said rules; and that I/We acknowledge and accept the authority of the Apoy at Lente 2020: SFFF's Competition Committee to implement and execute the Rules including its power to impose the appropriate sanctions for violations thereof.

**Very truly yours,**

\_\_\_\_\_  
**Producer**

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020 at \_\_\_\_\_ exhibiting to me his / her Competent Evidence of Identity \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_.

**Doc. No.** \_\_\_\_\_  
**Page No.** \_\_\_\_\_  
**Book No.** \_\_\_\_\_  
**Series of 2020**



## AFFIDAVIT OF UNDERTAKING

I, \_\_\_\_\_, \_\_\_\_\_ of age (under the guardianship/supervision of \_\_\_\_\_), Filipino, and with residential/office address at \_\_\_\_\_, after being duly sworn to in accordance with law, hereby depose and state **THAT**:

1. I am a bonafide student of \_\_\_\_\_ and the Producer of the Film entitled \_\_\_\_\_ (hereinafter called the "entry"), which seeks to be an Official Entry for the Apoy at Lente 2020: Short Feature Film Festival (SFFF) Competition;
2. The entry is in accordance with the theme provided by the Rules, filmography, and application as filed;
3. The entry will have its Philippine premiere screening at the Apoy at Lente 2020: Short Feature Film Festival hosted by the BFP;
4. Direction, Screenplay, Cinematography, Editing, Production Design, Musical Scoring, Sound, and Production Management are my original works.
5. The entry is compliant with all the existing and applicable local and national laws;
6. Upon submission of my official entry, I voluntarily share my literary, artistic and derivative rights of my works in favor of the BFP. This assignment shall include full use of any copyright to the full end of the term of such copyright. If DepEd, CHED or any other agency would like to use my short film, they must ask permission from me through the Apoy at Lente 2020: SFFF;
7. I will abide by the rules and regulations governing the Apoy at Lente 2020: SFFF Competition;
8. I acknowledge and accept the authority of the Apoy at Lente 2020: SFFF's Competition's Committees to implement and execute the Rules including its power to impose the appropriate sanctions for violations thereof.
9. I shall secure, at all times, the permission of the Apoy at Lente 2020: SFFF, through its overall Chairman, prior to any use of my works outside the scope of use by the Apoy at Lente 2020: SFFF and DepEd and/or CHED, in line with principles stated in the preceding paragraph;
10. The BFP reserves the right to screen the finalists outside of the Apoy at Lente 2020: SFFF, without need of any payment at any venue and across different platforms.
11. By entering the Apoy at Lente 2020: SFFF, I agree to abide by the Apoy at Lente 2020: SFFF's guidelines and rules.



13. The Competition's Committee reserves the right to disqualify any participant and/or to forfeit any prize from a participant who is found to have committed plagiarism or has undertaken fraudulent practice and/or activities harmful to the Apoy at Lente 2020: SFFF's or the Apoy at Lente 2020: SFFF's submission process.
14. The BFP reserves the right to create, revoke, and modify at any time, in any way its entry requirements, rules and regulations at its absolute discretion without prior notice. Finalists and submitted entries shall be bound by any amendments or addition to the entry requirements, rules and regulations herewith.
15. The decision of the Competition's Committee and Board of Jurors is final and irrevocable. The board reserves the right not to give an award in any category should no entry merit it. The Board will not be obliged to give explanation for the results.

**IN WITNESS WHEREOF**, I have hereunto signed my name this \_\_\_\_ day of \_\_\_\_\_ 2020 at \_\_\_\_\_.

\_\_\_\_\_  
Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of \_\_\_\_\_ 2020 at \_\_\_\_\_, affiant exhibiting to me his/her \_\_\_\_\_.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 2020.





**SHORT FEATURE FILM FESTIVAL**  
**NATIONAL PHOTOGRAPHY CONTEST**  
**PINTA: NATIONAL ARTS CONTEST**

2022

## FILMOGRAPHY

**TITLE OF ENTRY** : \_\_\_\_\_

**GENRE** : \_\_\_\_\_

**DIRECTOR** : \_\_\_\_\_

**PRODUCER/S** : \_\_\_\_\_

**LEAD ACTRESS/ES** : \_\_\_\_\_

**LEAD ACTOR/S** : \_\_\_\_\_

**SUPPORTING ACTRESS/ES** : \_\_\_\_\_

**SUPPORTING ACTORS** : \_\_\_\_\_

**CHILD PERFORMER** : \_\_\_\_\_

**CINEMATOGRAPHY** : \_\_\_\_\_

**SCRIPTWRITER** : \_\_\_\_\_

**ORIGINAL THEMESONG** : \_\_\_\_\_

**NAME OF THE SONG WRITER** : \_\_\_\_\_

**FILM EDITORS** : \_\_\_\_\_

**SOUND RECORDING** : \_\_\_\_\_

**MUSICAL SCORE** : \_\_\_\_\_

**ORIGINAL STORY** : \_\_\_\_\_

**PRODUCTION DESIGNER** : \_\_\_\_\_

**VISUAL EFFECTS** : \_\_\_\_\_

**MAKE-UP ARTIST** : \_\_\_\_\_





## REQUIRED DOCUMENTS (Checklist)

- 1. Letter of Intent to join the Apoy at Lente 2020: Short Feature Film Festival; (*see attached Form A*)
- 2. Duly accomplished/Notarized Application Form with attached two (2) recent 2x2 ID photos and a copy of Govt. issued ID of the filmmaker(s); (*see attached Form B*)
- 3. Notarized Affidavit of Undertaking of the applicant; (*see attached Form C*)
- 4. Hard/Soft copy of detailed filmography; (*see attached Form D*)
- 5. Hard/Soft copy of detailed Synopsis (*not more than 200 words*) and filmmaker's background; (*see attached Form E*)
- 6. Hard/Soft copy of Script/Transcript of Film;
- 7. Soft copy of Film's Poster Design in PDF format (18x24 in, 300 dpi);
- 8. 30 sec. Movie Trailer in playable MP4 or MOV format;
- 9. Entry Film's complete and final cut must be submitted in 1080p, MP4 or MOV file format, mixed in 5.1 audio formats, films shall have a minimum of 7 mins. and maximum of 10 mins.

\*All soft copies of requirements must be saved on a USB device or send to this email: [fsidbfnhq@gmail.com](mailto:fsidbfnhq@gmail.com)

\* Deadline of entries on or before **May 22, 2020**.