



# Turn In Checklist

## BE SURE ALL FORMS ARE SIGNED & COMPLETED

<input type="checkbox"/>	Terms and Conditions Form
<input type="checkbox"/>	Licensed Music Forms
<input type="checkbox"/>	Musical Performance Release Forms
<input type="checkbox"/>	Materials Release Forms
<input type="checkbox"/>	Location Release Forms
<input type="checkbox"/>	Project Team Leader Agreement
<input type="checkbox"/>	Team Roster
<input type="checkbox"/>	One Waiver - Release Per Cast Member      One Waiver -Release Per Crew Member
<input type="checkbox"/>	Film Does Not Exceed 7 Minutes      *To The Frame
<input type="checkbox"/>	Film Does Not Violate Content Rules
<input type="checkbox"/>	I Have Included the Phrase "This film      was created as part of the Z-Fest Film Festival"
<input type="checkbox"/>	Credits Contain All Sponsor Logos
<input type="checkbox"/>	Credits Do Not Exceed 1 Minute      *To The Frame- Front & Back Split is OK
<input type="checkbox"/>	Credits – Include all Cast & Crew      All Names Spelled Correctly
<input type="checkbox"/>	Trailer Optional - Uploaded to YouTube      Does Not Exceed 30 Seconds
<input type="checkbox"/>	Film Converted to Meet Specs      I Verified This With QT Info Window
<input type="checkbox"/>	Filled out Online Survey <a href="#">Link Here</a>
<input type="checkbox"/>	Film Loaded onto USB 3 Drive      Re Format USB Drive- If Film Wont Load
<input type="checkbox"/>	TEAM NUMBER ON USB FILM FILE      This Is Critical for Us
<input type="checkbox"/>	Make It to Turn IN On Time      Compress Final Early