

City of Greater Dandenong Digital Media Submittal Form

Content and Event (If applicable) title:

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Media Requirements:

MOTION:

- Content is to be supplied at a resolution of 1920 x 1080, at 25, 50 or 60 progressive frames per second.
- File type needs to be H.264 codec in a MP4 wrapper. No other wrapper or codec will be accepted.
- No DRM or other protected/digital rights managed content is able to be accepted.
- A 5% 'safe/action zone around the outside of frame should be observed to allow for any cropping or processing. Small font sizes should also be avoided.

STILLS:

- Content is to be supplied at a resolution of 1920 x 1080 @ 72 dpi.
- File type needs to be JPEG.
- A 5% 'safe/action zone around the outside of frame should be observed to allow for any cropping or processing. Small font sizes should also be avoided.

If deliverables are being supplied as part of a Council commissioned piece then all original source files need to be supplied. This includes RAW files, dailies/rushes, project files and any associated graphical assets.

Contact details:

Name of provider:

Mobile:

Email:

Content details:

Length of content:

Delivery method (ie HDD, USB, DVD, Web):

Date of production:

Brief synopsis:

City of Greater Dandenong content terms and conditions.

1. Submission of content represents agreement with the terms and conditions set out in this document.
2. All entries must be original work. Content submitted to the City of Greater Dandenong that does not have copyright clearance in regards to the use of non-original material cannot be considered for showing. This includes sound or visual clips. While work submitted for assessment does not contravene copyright legislation, once they are displayed in the public domain their legal status changes. Applicants should seek clearance of all non-original material used. Contact **OneMusic Australia for more information.**
3. Content cannot be defamatory, discriminatory, insulting or offensive in any way. Council reserves the right, at its discretion to not approve any content submitted without reason being given.
4. Entries must be in English or with English subtitles, otherwise an English transcript must be provided.
5. The City of Greater Dandenong does not return USB keys, DVDs or HDDs that are submitted with content.
6. **Content must be provided at least 2 weeks prior to screening date.**

Content Providers Declaration

- I agree to comply with all of the general content guidelines set out above
- I confirm that content provided is 'G' rated, and if not that exemption has been sought and granted. (see <http://www.classification.gov.au/Pages/Home.aspx>)
- I confirm copyright permission, if necessary, has been sought and secured.
- I consent that content can also be shown on Council's Big screen and associated signage screens around the municipality.
- I consent that content can also be shown at Federation Square in Melbourne VIC.
- I consent that content can also be shown at Northbridge Piazza in Perth WA.

Applicant signature:

Name (please print):


Date:

If posting:

**City Greater Dandenong Council
c/o Media and Communications
225 Lonsdale Street Dandenong 3175
PO Box 200 Dandenong 3175**





Please contact screen.bookings@cgd.vic.gov.au if further information is required.

We respect your privacy. We will not sell or give away your personal information, unless required by law. Occasionally, we may use your details for our own research purposes or to let you know about other council information. If you want to see your personal data, modify your details, or if you receive information from us you do not want in the future please contact Council on 8571 1000.

 Phone **8571 1000**
 Fax **8571 5196**
 council@cgd.vic.gov.au



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