**TERMS AND CONDITIONS**

**FOR THE ANNUAL DOCUMENTARY LAB**

**(**For Screenwriters and Directors Only)

**Application Deadline – JUNE 30th,2014.**

**THE DATES OF Technical LAB: SEPTEMBER 2ND – SEPTEMBER 18TH, 2014**

**IN KAMPALA, UGANDA**

**Please submit the application requirements detailed below via email to:** [**fibby@maishafilmlab.org**](mailto:fibby@maishafilmlab.org)

If you need to send samples of work our physical address is below.

Your application for the Annual Maisha Documentary Lab will only be processed if you meet the following criteria:-

**Application requirements**

1. You need to fill out the application form correctly and in full.
2. Cover letter introducing yourself, letting us knows about the work you’ve done in documentary film, your interest in directing, cinematography or editing (or all the above), and why you want to attend the lab. No more than 3 pages.
3. You must be a citizen of Kenya, Rwanda, Tanzania or Uganda and residing in one of the four countries.
4. You must also be least 18 years of age by July 1st 2014.
5. As confirmation of citizenship attach a copy of your Passport or another ID indicating citizenship.
6. Resume/CV, including name, address, email, and telephone, no more than 3 pages.
7. 3- 5 page essay about your story – who is the main character?
8. A 200-word treatment for a documentary short. The subject for the documentary should be articulated as a “Short Documentary Portrait.” Portrait can be defined liberally and can include anything from an exploration of a person, a place or an event.

**Selection of Participants**

1. Participants will be selected at the sole discretion of the Maisha Selection Committee.
2. Applicants selected for participation will be informed via email by JULY 31ST 2014.
3. The list of selected participants will be published on our website.

There is no legal claim to participate in the Maisha Film Lab.

1. Only Applicants that are SHORT LISTED will be contacted (via email).
2. You must be fluent in both, written and spoken English.
   * The lab will be conducted in English.

However please note if chosen your treatment can be filmed in any language of your choose

**Expenses**

1. All participants are responsible for their own travel costs to Uganda.
2. All participants are responsible for any visa or vaccination costs associated with traveling to Uganda.

3. The cost covered by Maisha Film Lab will include accommodation, food, and transport during the lab and the cost of producing the short films. **the Annual DOCUMENTARY LAB**

**APPLICATION FORM 2014**

**(**For Screenwriters and Directors Only)

Personal Information

|  |  |
| --- | --- |
| **NAME: (First, Last)** |  |
| **AGE** |  |
| **NATIONALITY:** |  |
| **P.O Box:** |  |
| **COUNTRY of Residence:** |  |
| **CELL PHONE NUMBER:** |  |
| **2nd PHONE NUMBER option** |  |
| **EMAIL ADDRESS** |  |
| **HAVE YOU ATTENDED A PREVIOUS MAISHA LAB?** |  |
| **HAVE YOU ATTENDED ANY OTHER FILM TRAINING:** |  |
| **PROJECT TITLE:** |  |
| **DO YOU KNOW IF YOUR TREATMENT CAN BE SHOT IN 2 DAYS?** |  |
| **CAN YOU GET THE PEOPLE (IF MAIN CHARACTER IS A PERSON) TO SIGN A RELEASE BEFORE THE LAB IF YOU ARE ACCEPTED?** |  |
| **DO YOU UNDERSTAND THE WORLD OF YOUR CHARACTER?** |  |
| **WHAT IS IT?** |  |
| **WHAT WOULD YOU NEED TO SHOOT YOUR DOCUMENTARY IF IT WAS SELECTED?** |  |
| **WHERE IS THIS STORY LOCATED?** |  |
| **HAVE YOU ATTENDED A PREVIOUS MAISHA LAB?** |  |
| **HAVE YOU ATTENDED ANY OTHER FILM TRAINING** |  |

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| --- | --- | --- | --- | --- |
| *For sample work submissions please use the following options:-*   |  |  | | --- | --- | | By Post | By Courier | | Ref: Filmmakers’ Lab Submission.  Maisha Foundation  PO Box 72156  Kampala, Uganda | Ref: Filmmakers’ Lab Submission.  Maisha Foundation  Plot 944, Block 254  Kansanga, Ggaba Road  Timber King Building, Above Bean Café  Tel: (+256) 0414690258 | |

I have read, understood and accept the terms and condition of the Maisha Documentary Lab

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Important Information**

**Production Restrictions:**

1. The films will be shot using mostly natural light (requests will have to be submitted for exceptions).
2. No set construction will be allowed.
3. No more than 3 main actors in the whole film.
4. No more than 5 extras a day.
5. The film cannot involve any digital or computer-generated effects.
6. Each team will be provided with **Only** 1 hour of tape a day.
7. All films will be shot and edited using digital video technology.

**Attendance**

1. The Maisha Filmmakers lab offers many privileges to all participants including a team of dedicated internationally renowned filmmakers. In return we expect your cooperation, daily and timely attendance of all the workshops.

Please note: Maisha reserves the right to remove participants from the training lab who abuse their participation, who are repeatedly absent, or who make false statements.

1. This lab is a full time residential lab and you will be required to give your total dedication for the full 16 day period without exception, failure to do so will result in you being disqualified and removed from further participation
2. Location of the DOCUMENTARY Filmmakers Lab - Kampala, Uganda. Venues to be confirmed.