

# ANIMARKT Stop Motion Forum 2024

## Stop motion animation workshop

### SUBMISSION GUIDELINES AND REGULATIONS

BY SUBMITTING YOUR APPLICATION, YOU AGREE TO COMPLY WITH THE GUIDELINES AND REGULATIONS OF ANIMARKT Stop Motion Forum 2024

#### I KEY DATES:

**5th August 2024:** Submission deadline via form at [www.animarkt.pl](http://www.animarkt.pl).

**12th August 2024:** Participants individually notified about the results of the recruitment.

**26th September 2024:** Final date of payment for workshop accreditation.

**16-15th October 2024:** **Puppet Designing Workshop** during ANIMARKT Stop Motion Forum in Łódź.

In case of questions or any issues with registration please contact:

Marianna Piskorz: [animarkt@momakin.pl](mailto:animarkt@momakin.pl)

#### II REGULATIONS:

The organizer of the Workshop is MOMAKIN Sp. z o.o. based in Lodz (90-365) at Tymienieckiego Street 3/210.

1. Workshop tutor is **Alicia Canovas**.
2. What will you learn? Techniques for creating your puppets; proposition of materials for creating your puppets; personalized feedback on your designs.
3. Topics covered:
  - Day 1: Puppet construction, proportions, volume, action, expression
  - Day 2: Head and face design, facial expression techniques
  - Day 3: Hands and feet construction, attachment techniques
4. The coordination of the Workshop is handled by Paulina Zacharek /MOMAKIN/.
5. The workshop will take place at Łódź, Poland, during ANIMARKT Stop Motion Forum from October 13th to 15th 2024.

6. The organizer has the right to make changes in the schedule of the Workshops (time and place / type of platform) about which he will inform the participant via e-mail.
7. The maximum number of participants in the Workshops is 5.
8. Participants of the Workshops may be persons who ("Participants"):
  - sent an application;
  - will be selected and invited to participate.
9. **Requirements: Bring your own puppet design, ideally with front and profile views. A turnaround design is a plus! Print your design on paper at the scale you want the final puppet to be (max. 30 cm for a human character).**
10. The workshop is held in English.
11. Upon selection of the participants they are obliged to purchase workshop accreditation
12. The price of accreditation authorizing participation in the Workshop is 60 euros.
13. The organizer provides the necessary equipment.
14. In the event that the Workshop does not take place due to fortuitous reasons beyond the control of the Organizer, Participants will be notified by e-mail and are entitled to a refund of the purchased accreditation.
15. The Organizer, the Tutor the Coordinator have the right to exclude from the Workshop participants who disrupt the Workshop or behave inappropriately.
16. Participation in the Workshops is tantamount to granting permission to use the image in films and photographs taken during the Workshops, which may be used for promotional and advertising purposes of the Organizer as well as Sponsors and Partners.
17. It is strictly forbidden to bring dangerous objects (weapons, poisonous agents) and to bring and consume intoxicants and psychotropic drugs at the Workshops.
18. Smoking and use of electronic cigarettes and devices and objects with the same or similar function or operation are prohibited at the Workshop.
19. The Organizer is not responsible for items lost or left at the Workshop.
20. By submitting the project, the Participants confirms that they have read the regulations and agreed with them.

### **III ACCREDITATION FOR WORKSHOP PARTICIPANTS.**

1. Successful applicants whose projects are selected have to pay the participation fee by **26<sup>th</sup> of August 2024.**
2. Upon selection of the participants, fees apply as follows:  
**60 euro ANIMARKT accreditation fee plus workshop entry**
3. Accreditation includes:
  - 3 days professional workshop;
  - access to necessary materials;
  - access to match&meet platform;

- access to the whole event during the ANIMARKT Stop Motion Forum 2024 open for all the participants of ANIMARKT.
- 4. Any additional costs not listed above are not covered by the Organiser.

#### **IV WITHDRAWAL OF WORKSHOP APPLICATION.**

1. Once the person confirms the workshop participation, the withdrawal is not possible, unless there are some serious circumstances.

#### **V COMPLAINTS HANDLING PROCEDURE.**

1. Complaints shall be considered under these Regulations.
2. Complaints shall be null and void unless submitted in a written form to the address of the Organiser: MOMAKIN Sp. z o.o., Tymienieckiego Street 3/210, 90-365, Łódź. Complaints must be submitted within 7 calendar days (as evidenced by the date of postmark) from the date of the end of the Pitching.
3. Complaints shall be considered by the Committee within 14 working days (as evidenced by the date of postmark) from the date the complaint has been received.
4. Delayed complaints (submitted after the deadline indicated in clause 2 above) or the ones not including the sender's return address shall not be considered.

#### **VI FINAL PROVISIONS.**

1. Submitting a project for the Pitching at ANIMARKT Stop Motion Forum 2024 is tantamount to accepting these Regulations.
2. Organizer is not responsible for violation of any third-party rights due to the use of submitted projects, unless such violation is attributable to the Organiser.
3. The Organiser decides on all issues not covered by these Regulations.
4. The Regulations enter into force on 19th of July, 2024.
5. To all matters not settled herein the provisions of the Polish law shall apply.
6. All disputes shall be settled by Polish common courts of relevant jurisdiction.
7. The Organiser has the right to change these Regulations.

## PERSONAL INFORMATION PROTECTION

1. Personal data of the Participants shall be processed according to the act of 10 May 2018 on the protection of personal data (Journal of Laws 2018, item 1000) and the General Data Protection Regulation (EU) 2016/679.
2. According to art. 13 of the Regulation of the European Parliament Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 / EC (General Data Protection Regulation) (GDPR) The organiser informs that:
  - a. the administrator of the personal data of the Participants is MOMAKIN Sp. z o.o. based in Łódź (90-365) at Tymienieckiego Street 3/210.,
  - b. in matters related to the processing of personal data of Participants, in particular as regards to obtaining information about personal data being processed and making changes to the data being processed, they may contact the responsible person designated by the Administrator at the following e-mail address: momakin@momakin.pl ,
  - c. personal data of Participants will be processed in order to organise Pitching and to conduct any complaints proceedings,
  - d. the basis for the processing of participants' personal data resulting from participation in the Workshop programme is the Participant's consent - art. 6 § 1 point a) GDPR. To the extent that the data processing results from the mandatory provisions of law (including tax regulations), the basis for data processing is art. 6 § 1 point c) GDPR,
  - e. the recipient of personal data will be Momakin,
  - f. personal data of Participants who have not been chosen to participate in the Workshop will be removed or made anonymous within one month from the end of the programme. The administrator informs that the expiration of the above deadline does not deprive you of the right to file a complaint or submit a claim in a different manner. In this case, however, the person submitting the complaint will be required to demonstrate independently all the circumstances on which he bases his claims,
3. Personal data of the Participants, who have been chosen to the Workshop and other participants, will be deleted or anonymised in accordance with the preceding point - excluding data that will be necessary to meet the legal obligations of the Administrator (tax regulations, warranty claims, warranty claims, as well as the award or performance of the prize in accordance with the Regulations).
4. Personal data of Participants may be processed longer than it appears in the preceding points, if it is necessary to consider a complaint or other form of claims made by the Participant, as well as for any possible legal or administrative proceedings,
5. Each Participant has the right to access their personal data, the right to request correction, deletion or limitation of processing of such data, the right to transfer data, without giving a reason;

6. At any time, the Participant has the right to withdraw the granted consent, which, however, will not affect the lawfulness of the processing, which was made on the basis of consent before its withdrawal;
7. Providing personal data is voluntary, but necessary for the purposes indicated in point. 2.c. above, and withdrawal of consent will prevent the Participant from participating in the Workshop.
8. Personal data of the Participants shall be processed according to the act of 29 August 1997 on the protection of personal data (Journal of Laws 2014, item 1182) and the act of 18 July 2002 on providing services by electronic means (Journal of Laws 2013, item 1422).
9. The controller of the Participants' personal data is MOMAKIN Sp. z o.o. The purpose of gathering the personal data is to organise ANIMARKT and conduct any possible complaint handling procedure.
10. The fact that an application has been submitted means that the Participant has read and understood the Regulations and accepted its content and that he or she consents to have their personal data such as name, surname and pseudonym processed by the Organiser.
11. Each Participant has the right to access and correct his or her personal data. Providing personal information is voluntary, yet a failure to do so may result in rejection of the application.
12. The Organiser reserves the right to make the information contained therein public in the mass media, such as: Internet, TV, together with the information of the Participants, i.e. name, surname or pseudonym. The participants are not entitled to a separate remuneration in this respect.