

**INTERFILMLAB 3.0****The Rules and Regulations****I. Date and place:****§1**

The INTERFILMLAB 3.0 project (hereinafter called the **Project**), is educational and cultural programme, taking place between 4-10 November 2019 in Warsaw, Poland.

**II. The formula of the Project:****§2**

1. All proprietary copyrights to the form and artistic concept of the Project are reserved to the KOSMOPOLIS Institute Science, Culture and Education Foundation, hereinafter called the **Kosmopolis**.
2. **Kosmopolis** gives the status of the **Coorganizers** to the following institutions:
  - a. Malta Film Foundation
  - b. Cinemahall INGO
  - c. Associazione cinematografica e culturale Laboratorio dei sogni
  - d. KINOGRAPHE

as the entities which make important contribution to the preparation and realisation of activities within the **Project**.

**§3**

**Project Producer** (appointed by the **Kosmopolis**) and **Project Coordinators** (appointed by the **Coorganizers**) are in charge of all issues related to the preparation and proper conduct of the **Project**, and have a definitive vote in disputable issues not included herein, or requiring additional interpretation.

**§4**

The main goals of the project are:

- support for young artists;
- preparation of the educational programme for young filmmakers showing how to promote and sell their art works;
- exchange of best practices from different countries, discussion about possibilities;
- improvement of brand building and promoting art works skills;
- increase in knowledge about foreign film markets;
- development of the network between European film industries.

**§5**

Workshops are intended for people 18 to 30 years old (hereinafter called the **Participants**).

**§6**

The Participants' task during the exchange will be preparation of the multimedia presentations about the most interesting ideas for international film promotion and distribution which will be developed during the exchange.

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## §7

Participation in Workshops is free of charge and contains:

- accomodation in Warsaw (between 4th and 10 November 2019);
- travel costs;
- participation in all events covered by the program;
- catering (2 meals per day).

## III. Rules of participation in the Project:

## §8

The **Project** participation rules are defined herein exclusively. Any promotional materials or advertisements are of informative character only.

## §9

The condition of participation in the **Project** is providing to the **Kosmopolis** correctly completed **Participant's Survey** in electronic version.

## §10

Application to participation in the **Project** takes place in the following way:

1. the **Participant's Survey** shall be correctly completed online at the website:  
<https://interfilmlab.pl/participants-survey-2019/>
2. After completing and submitting the **Participant's Survey** on the website, the browser window will display a completed PDF form that can be saved on your computer. The generated PDF will also be delivered to the email address given in the **Participant's Survey**.
3. The **Participant** must print and sign the **Participant's Survey** and deliver it to the **Kosmopolis** in a paper version by the first day of the **Project**.

## §11

The **Organizers** are not responsible for the **Participant's Surveys** that did not reach them, or arrived late, due to independent reasons (e.g. delay from the companies that carried out the shipment).

## §12

1. The number of places for the **Participants** is limited.
2. Decision about qualifying the **Participant** to participation in the **Project** is made by the **Kosmopolis** and **Coorganizers**.
3. About the acceptance of the **Participant** for the **Project** decides confirmation sent by the **Kosmopolis** and **Coorganizers** to the e-mail address provided by the **Participant** in the **Participant's Survey**.

## §13

The **Kosmopolis** warns that the majority of events will be conducted in English.

## §14

The **Participant** accepts full responsibility for the correctness and truthfulness of information provided in the **Participant's Survey**. Providing untrue, illegible or incomplete personal information or not providing them at all, results in exclusion from participation in the **Project**.

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Applying for participation in the **Project** means unconditional agreement to the provisions of these **Regulations**.

**IV. Order notes:****§16**

In matters not covered by these Regulations, the provisions of the Civil Code, the Act on Copyright and Related Rights and other generally applicable laws shall apply.

**§17**

The **Participant** has the right and obligation to attend all classes (lectures, meetings, practical exercises and accompanying events) covered by the **Project** program.

**§18**

The **Participants** are not allowed to smoke, consume alcohol or use psychoactive substances.

**§19**

1. The **Participants** should inform the supervisors of project groups about their exits outside the accommodation place after 22.00.
2. The **Participants** are obliged also to follow the internal order regulations of buildings in which the **Project** will be implemented.

**V. Additional information:****§20**

1. All materials made during the **Project** are the property of the **Kosmopolis** and **Coorganizers** and will be made available under the terms of the "free license".
2. Artistic convention of the materials realized during the **Project** must be consistent with the objectives and formula of education program.
3. The **Participant** agrees to promote the results of his activities carried out as part of the **Project** by placing a presentations, photos, portfolio, jingle or other audiovisual work promoting the mission and educational objectives of the **Project** on TV and radio stations, DVDs and on the Internet web.

**§21**

1. The **Participant**, by applying for participation in the **Project**, agrees to the free use of his image recorded in film and photographic materials, carried out as part of the Workshops, for non-commercial activities related to the promotion and dissemination of the **Project** objectives, including broadcasts TV and radio stations, DVDs and on the Internet web.
2. The Participant grants to the **Kosmopolis** and **Coorganizers**, the right to publish his image in a non-commercial usage, and allows to share film and photographic materials with his participation in publications, websites and public screenings aimed at promoting the artistic, educational and social effects of the **Project**.

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3. The **Kosmopolis** and **Coorganizers** have the right to dispose of rights to film and photographic materials realized as part of the **Project** in the following areas:
  - a. cinematic operation and rental for a non-profit screening in cinemas or other public places, or for non-profit screening using a projector and screen;
  - b. all public screenings and displays;
  - c. presentation on TV stations and on the Internet web;
  - d. all recording and reproduction (including the storage of a computer or other device), on data carriers, in digital technology, discs, computer data carriers and any other recording and storage carriers - if it is necessary to enter records of film and photo materials, or parts thereof, in the computer memory;
  - e. processing with the preservation of personal copyrights;
  - f. presentation in cinemas, as part of fairs, exhibitions, festivals or competitions, for research, demonstration or control purposes, as well as within education and social prevention;
  - g. the right to make audiovisual and audible copies for any kind of image and / or sound media, and to rent them for non-profit public display on any type of playback devices;
  - h. teletransmission of fragments in program announcements;
  - i. granting further sub-licenses to the partners and third entities.

**§22**

1. The Participant consents to personal data processing and presentation for the purposes of the recruitment process and participation in the **Project**, in accordance with Regulation (EU) 2016/679 Of The European Parliament And Of The Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).
2. The Administrator of personal data is the Kosmopolis (Institute KOSMOPOLIS Science, Culture and Education Foundation with headquarters in Olsztyn, Poland 10-528, ul. Jerzego Lanca 3, VAT ID/NIP: 796 296 10 19, Stat. No/REGON: 146515722, Reg. No/KRS: 0000448330phone: +48 89 722 92 22, e-mail: instytut@kosmopolis.pl).
3. The Administrator of personal data appointed the Data Protection Supervisor who inspect corectness of data processing and is available to contact via e-mail: [instytut@kosmopolis.pl](mailto:instytut@kosmopolis.pl).
4. The **Participant** has the right, accordaning to Regulation (EU) 2016/679 Of The European Parliament And Of The Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), to access to his personal data and its correction.

**§23**

Detailed information about the Project is provided by the Organisation Offices in the following countries:

Poland:

Institute KOSMOPOLIS Science, Culture and Education Foundation  
phone: +48 89 722 92 22  
e-mail: [instytut@kosmopolis.pl](mailto:instytut@kosmopolis.pl)

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Malta:

Malta Film Foundation  
phone: +35 699 425 594,+35 621 227 231  
e-mail: info@maltafilmfoundation.com

Italy:

Associazione cinematografica e culturale Laboratorio dei sogni:  
phone: +39 339 710 84 68  
e-mail: info@kalatnissafilmfestival.com

France:

Kinographe  
phone: +33 781 755 580  
e-mail: association.kinographe@gmail.com

Ukraine:

Cinemahall INGO  
phone: +38 063 224 27 65  
e-mail: kiev@cinemahall.org.ua

#### §24

INTERFILMLAB 3.0 is financed by the ERASMUS+ Programme of the European Union, and the Ministry of Culture and National Heritage in Poland from the Culture Promotion Fund.

#### §25

These Rules and Regulations are available on the website: [www.interfilmlab.pl](http://www.interfilmlab.pl).

*The Management Board of the Institute KOSMOPOLIS Science, Culture and Education Foundation*