



ART DIRECTORS GUILD

21st Annual Art Directors Guild Excellence in Production Design Awards Awards Rules

Recognized Crafts at the ADG Awards:

The following crafts are recognized at the Art Directors Guild Excellence in Production Design Awards. These crafts are represented by the Art Directors Guild (Local 800), with the exception of the Set Decorator (Local 44). Please do not enter any other crafts in the nomination process. Thank you.

Production Designer · Art Director · Assistant Art Director · Supervising Art Director · Visual Consultant · Scenic Artist · Graphic Designer · Graphic Artist · Title Artist · Illustrator · Matte Artist · Storyboard Artist · Concept Artist · Previs Artist · Set Designer (Draughtsman) · Digital Set Designer · Model Maker · Digital Model Maker · Set Decorator.

Feature Films:

1. The Excellence in Production Design Award for a feature film will be awarded in three categories to the "recognized crafts" listed above. The Production Designer or their representative will provide this list on the nomination form. Those recognized should have made a significant contribution to the look of the feature film.
2. To be eligible, a feature film must be over 40 minutes in running time, and be publicly exhibited for paid admission in a commercial motion picture theater in Los Angeles County between January 1, 2016 and midnight December 31, 2016, such exhibition being for a run of at least seven consecutive days after an opening prior to midnight of December 31. Films which receive their first public exhibition other than for paid admission in a commercial motion picture theater are not eligible for an award in the feature film categories. Exhibition by means other than for paid admission in a commercial motion picture theater does not disqualify a film, provided such exhibition occurs after its Los Angeles theatrical release. These rules parallel those of the Academy of Motion Picture Arts and Sciences submission requirements.

The Guild creates its Feature Film Reminder List from the submissions on the Academy's reminder list. Therefore, you do not need to submit your film to the ADG for award consideration. However; you may fill out a short form if you would like to upload promotional content before nominations are announced. These short forms will be available Thursday, October 6, 2016 through Thursday November 10, 2016 at 5:00pm. **If your film is nominated, you will then be asked to fill out a more detailed form and provide two DVD copies of the feature film. The DVD's must be labeled as follows: film title, release date and PD name.** The Awards Committee will specify each eligible film's genre/category before voting begins.

3. Persons with eligible films may upload clips and/or still layouts to the Guild website at www.ADG.org. These clips and design presentations can be viewed by all public traffic to the site. **It is to your advantage to upload as soon as possible.**
4. TO BE ELIGIBLE, A FEATURE FILM THAT IS MADE WITHIN THE U.S. AND CANADA MUST BE PRODUCED UNDER AN IATSE AGREEMENT. FOREIGN ENTRIES ARE ACCEPTABLE WITHOUT RESTRICTIONS.

The three feature film categories are:

Category I - Period Films

To qualify in this category, a feature film must have the majority of its sets and locations designed to portray a time period at least 25 years prior to the present awards year.

Category II - Fantasy Films

To qualify in this category, a feature film must have the majority of its sets and locations designed to portray places of an imaginative and inventive nature.

Category III - Contemporary Films

To qualify in this category, a feature film must have the majority of its sets and locations designed to portray places of a realistic nature within 25 years either side of the present awards year.

ON-LINE NOMINATIONS VOTING BEGINS WEDNESDAY, DECEMBER 7, 2016:

1. A reminder list of the eligible motion pictures will be made available with a nomination ballot to all active members and retirees in good standing in the Art Directors classifications of the Guild. Votes should be cast in the order of their preferences for no more than five productions in each category. Voting for nominations and awards will be done online. The online election will be hosted by Votenet Solutions, Inc. (Hacker-safe Certified, Interfor Certified, Multiple Vote Security, and 128-bit SSL Security). Votenet will send an e-mail to all active members and retirees in good standing in the Art Directors classifications of the Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at www.ADG.org. All ballots will be anonymous. Paper ballots will be mailed only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818) 762-9995 or Debbie@artdirectors.org.
2. The Awards Committee will create the feature film reminder list from the Academy of Motion Picture Arts and Sciences reminder list. The committee will also separate the reminder list into three genres/categories (Period/Fantasy/Contemporary) in order to make the voting process easier.
3. A final ballot, listing the Nominees, will be made available online to active members and retirees in all Local 800 craft classifications that are in good standing. One vote per category may be cast. The online election will be hosted by Votenet Solutions, Inc., (Hacker-safe Certified, Interfor Certified, Multiple Vote Security, and 128-bit SSL Security). Votenet will send an e-mail to all active members and retirees in good standing in the Art Directors Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at www.ADG.org. All ballots will be anonymous. Paper ballots will be mailed only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818) 762-9995 or Debbie@artdirectors.org.
4. Final Ballots will be counted by Votenet Solutions Inc. The productions receiving the highest number of votes will be declared the winners of the awards for Excellence in Production Design.

5. Awards will be conferred at an Awards Presentation ceremony.

Nominees will receive a nomination certificate (unless they win the category).

Winners will be awarded as follows: Production Designer will be awarded a trophy, (Note: Up to two Production Designers per winning feature film will receive complimentary trophies / if there are more than two Production Designers on one winning feature film, the additional trophy (s) will need to be purchased by the individual to be determined); Art Director, Supervising Art Director, Assistant Art Director and Visual Consultant will be awarded a plaque. Scenic Artist • Graphic Designer • Graphic Artist • Title Artist • Illustrator • Matte Artist Storyboard Artist • Concept Artist • Previs Artist • Set Designer (Draughtsman) • Digital Set Designer • Model Maker • Digital Model Maker • Set Decorator will be awarded a winning certificate of appreciation.

The number of certificates is limited to fifteen (15) for non-ADG members per project.

The Production Designer for any project with more than fifteen (15) non-ADG members must organize the payment for the additional certificates or they will not be ordered.

6. Persons who have failed to abide by the Guild's union security rules shall not be eligible for awards recognition.

Television Programs (over-the-air, cable, satellite or Internet exhibition):

1. The Excellence in Production Design Award for Television will be awarded in six categories and two areas to the "recognized crafts" listed above. The Production Designer or their representative will provide this list on the nomination form. Those recognized should have made a significant contribution to the look of television program or commercial.
2. To be eligible, a program must have been first publicly exhibited on United States national television (over-the-air, cable, satellite or Internet exhibition) between January 1, 2016 and midnight of December 31, 2016. Programs which receive their first public exhibition other than (over-the-air, cable, satellite or Internet exhibition) are not eligible for the awards in these categories. Exhibition by a different medium does not disqualify a program, provided such exhibition occurs after its initial over-the-air, cable, satellite or Internet exhibition.
3. The Guild will solicit the submission of television program entries for a reminder list. Submission forms are available for download at www.ADG.org. In order to appear on the reminder list, a program entry must be submitted to the Guild. An entry may be submitted by any Production Designer or Art Director in good standing in the Guild, by any non-member Production Designer or Art Director of a qualified program, or by an authorized representative of the show. If a project is submitted by an authorized representative, the Production Designer or Art Director will be considered the eligible entrant for the award. All entries must be made via the ADG Awards Submission Form. Forms are obtainable from the Guild and via download from the ADG website www.ADG.org. Two (2) DVD copies of the submitted program must be included in the submission
4. The goal of this reminder list is to include as many achievements worthy of award consideration as possible. Submissions open Thursday, October 6, 2016. All submissions must be received in the Guild office by 5:00 P.M. Thursday November 10, 2016.
5. Persons with eligible television programs or commercials may upload clips and/or still layouts to the Guild website at www.ADG.org. These clips and design presentations can be viewed by all public traffic to the site. It is to your advantage to upload as soon as possible.
6. Please note that for series not in their premiere season, 60% screen time or 60% set count

must be in new sets or locations for design teams to qualify for submission. The submission may include new sets or locations from up to three different episodes. Location work must be significantly redressed or designed to count toward the 60% requirement. The exception is when the pilot is designed by one team and remaining premiere season episodes are designed by another team. In that case the design team of the remaining episodes must follow this 60% rule. For all such series, a set list with timing breakdown available on www.ADG.org and two (2) DVD copies of the entered episode must be included in the submission.

7. Please note that each series is limited to one submission; the exception is when the pilot is designed by one team and remaining premiere season episodes are designed by another team. In this case, two submissions are accepted.
8. TO BE ELIGIBLE, A PROGRAM THAT IS PRODUCED IN THE UNITED STATES OR CANADA MUST BE PRODUCED UNDER AN I.A.T.S.E. COLLECTIVE BARGAINING AGREEMENT (CONTRACT). FOREIGN ENTRIES ARE ACCEPTABLE WITHOUT RESTRICTIONS.
9. Two (2) DVD copies of the entered episode must be included in the submission. Each DVD must contain only one episode and **must be labeled as follows: program title, episode title, air date and PD name.**
10. To be eligible, all submission and nomination forms must be filled out completely!
11. The ADG Awards Committee will meet on **Saturday, November 12, 2016 at 1:00 P.M.** at the Guild office to review each television submission for accuracy and for conformity to the awards rules. Persons making submissions are urged to attend this meeting to insure that their entries have been properly submitted. A reminder list of all accepted submissions will be issued after this meeting. The Awards Committee has the right to move your entry to a more appropriate category or to disqualify your submission. Any changes will also require approval by the Art Directors Council with a majority vote. You will be notified if your submission is moved or disqualified.

The six categories and two areas are:

Category I - One Hour Period or Fantasy Single-Camera Series

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with a single camera, must be at least one hour in length and the program must be original-scripted. It must have been photographed with one or more cameras, scene by scene, in the traditional "motion picture" format, irrespective of the recording medium. A one-hour period single-camera series has the majority of its sets and locations designed to portray a time period at least 25 years prior to the present awards year. A one-hour fantasy single-camera series has the majority of its sets and locations designed to portray places of an imaginative and inventive nature.

Category II - One Hour Contemporary Single-Camera Series

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be

designed and supervised by a Production Designer or Art Director, must be recorded primarily

with a single camera, must be at least one hour in length and the program must be original-scripted. It must have been photographed with one or more cameras, scene by scene, in the traditional “motion picture” format, irrespective of the recording medium. A one-hour contemporary single-camera series has the majority of its sets and locations designed to portray places of a realistic nature within 25 years either side of the present awards year.

Category III - Television Movie or Limited Series

To qualify in this category, a television program when (if) made within the U.S. or Canada must be produced under an IATSE Agreement; if a FOREIGN entry, it is acceptable without restrictions, must be an original-scripted television movie or limited series.

Limited Series is defined as a program with two (2) or more episodes with a total running time of at least 150 program minutes that tells a complete, non-recurring story, and does not have an on-going storyline and/or main characters in subsequent seasons. In addition, any narrative series with at least two (2) episodes with a total running time of at least 150 program minutes but no more than five (5) episodes will be considered a “Limited Series.”

Television Movie is defined as an original program, which tells a story with beginning, middle and end, a minimum of 40 minutes in length, and is broadcast in one part.

The program must be designed and supervised by a Production Designer or Art Director, and if an entry is in an extended long form, all parts must have been designed by the same person(s).

Category IV - Half Hour Single-Camera Series

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series’ regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with a single camera, must be one half hour in length and the program must be original-scripted. It must have been photographed with one or more cameras, scene by scene, in the traditional “motion picture” format, irrespective of the recording medium.

If the ADG receives less than four submissions in the Half Hour Single-Camera Television Series Category or the Multi-Camera Television Series Category, both Single-Camera and Multi-Camera will be combined into one category and will compete against each other in a head to head competition.

Category V - Multi-Camera Series

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series’ regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with three or more cameras used simultaneously, irrespective of the recording medium.

If the ADG receives less than four submissions in the Half Hour Single-Camera Television Series Category or the Multi-Camera Television Series Category, both Half Hour Single-Camera and Multi-Camera Series will be combined into one category and will compete against

each other in a head to head competition.

Category VI – Awards or Event Special

To qualify in this area, a special event television program that is produced in the US or Canada must be produced under an IATSE Agreement; must have been exhibited as one segment or program. The program must be designed and supervised by a Production Designer or Art Director.

Area I - Short Format: WebSeries, Music Video or Commercial

To qualify in this category, a web series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes/webisodes aired in the series' regular time frame. Short Format WebSeries includes: single or multi camera situation comedy, drama, and variety programs. There must be a single title for the series, and each episode/webisode must be related in kind and continuity and executive supervision. The submitted episode/webisode must be designed and supervised by a Production Designer or Art Director, must be 15 minutes or less in length and the program must be based on an original script.

To qualify, a commercial or music video must be at least 30 seconds in length, and if produced in the US or Canada must be produced under an IATSE Agreement. The commercial or music video also must have been first publicly exhibited in the United States, via any medium, between January 1, 2016 and midnight of December 31, 2016. Paid commercials, PSAs, Promos and Music Videos are eligible.

There must be a minimum of five submissions for this category to be valid and placed on the ballot.

Area II - Variety, Reality, or Competition Series

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with three or more cameras used simultaneously, irrespective of the recording medium. This category includes Variety, Game Shows & Non-Fiction Programs shot primarily on sets.

ON-LINE NOMINATIONS VOTING BEGINS WEDNESDAY, December 7, 2016:

1. A reminder list of the eligible television projects will be made available with a nomination ballot to all active members and retirees in good standing in the Art Directors classifications of the Guild. Votes should be cast in the order of their preferences for no more than five productions in each category. Voting for nominations and awards will be done online. The online election will be hosted by Votenet Solutions, Inc. (Hacker-safe Certified, Interfor Certified, Multiple Vote Security, and 128-bit SSL Security). Votenet will send an e-mail to all active members in good standing in the Art Directors classifications of the Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at www.ADG.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818) 762-9995 or Debbie@artdirectors.org.

2. The five (5) productions receiving the highest number of nomination votes in each category and area will become the Nominees for the final voting. In the event of a tie, the order of preferences from all of the applicable ballots will be used to break the impasse, and the five productions receiving the highest number of nomination votes in each category will become the Nominees for the final voting.
3. A final ballot, listing the Nominees, will be made available online to all active members and retirees in all Local 800 craft classifications that are in good standing. One vote per category may be cast. The online election will be hosted by Votenet Solutions, Inc. (Hacker-safe Certified, Interfor Certified, Multiple Vote Security, and 128-bit SSL Security). Votenet will send an e-mail to all active members and retirees in good standing in the Art Directors Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at www.ADG.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. Paper ballots will be mailed only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818)762-9995 or Debbie@artdirectors.org.
4. Final Ballots will be counted by Votenet Solutions Inc. The productions receiving the highest number of votes will be declared the winners of the awards for Excellence in Production Design.
5. Please note that voting for an area award has a different emphasis and calculation than the head-to-head competition in a category. Each project in an awards area is considered on its own merit, without regard to the other projects in the area. Voters assess each project individually and give a "YES" or "NO" vote indicating whether the project deserves recognition with an award. Any nominated project receiving at least two-thirds (2/3) of the votes received for the area, receives an award. If none of the nominations receives two-thirds of the votes, any nominated project receiving a majority of the votes received for the area, receives an award. This procedure may result in more than one winner in an area.
6. Awards will be conferred at an Awards Presentation ceremony.

Nominees will receive a nomination certificate (unless they win the category).

Winners will be awarded as follows: Production Designer will be awarded a trophy. **(Note: Up to two Production Designers per television category will receive complimentary trophies / if there are more than two Production Designers on one winning television program, the additional trophy (s) will need to be purchased by the individual to be determined)**; Art Director, Supervising Art Director, Assistant Art Director and Visual Consultant will be awarded a plaque. Scenic Artist • Graphic Designer • Graphic Artist • Title Artist • Illustrator • Matte Artist Storyboard Artist • Concept Artist • Previs Artist • Set Designer (Draughtsman) • Digital Set Designer • Model Maker • Digital Model Maker • Set Decorator will be awarded a winning certificate of appreciation.

The number of certificates is limited to fifteen (15) for non-ADG members per project.

The Production Designer for any project with more than fifteen (15) non-ADG members must organize the payment for the additional certificates or they will not be ordered.

7. Persons who have failed to abide by the Guild's union security rules shall not be eligible for awards recognition.

SUBMISSIONS AND VOTING TIMETABLE
FOR 21st ANNUAL ADG EXCELLENCE IN PRODUCTION DESIGN AWARDS

SUBMISSIONS:

[Thursday, October 6, 2016](#) Television & *Feature Film Submissions BEGIN
[Thursday, November 10, 2016](#) Television & *Feature Film Submissions END
[Saturday, November 12, 2016](#) The Awards Committee will review the Television Submissions
[Wednesday, November 16, 2016](#) Members will be notified if their television submission was accepted. At this time you may ****upload promotional content** for Television and Feature Films to the ADG website.
[??, December ??, 2016](#) Feature Film List delivered from AMPAS. You will be notified if there are any eliminations.

*The Feature Film submission is a short form. This form will be available until **12/1/16**. If your film is nominated, a more detailed form will need to be completed. This short form is offered during submissions, so that you may upload promotional content. We obtain a complete feature film list from AMPAS.

**Start planning your promotional uploads now. The sooner you upload, the sooner voters see your work.

NOMINATIONS VOTING:

[Monday, December 12, 2016](#) On Line Voting BEGINS for Nominations for Feature Film and Television, (Art Directors Only)
[Wednesday, January 4, 2017, 5 PM](#) On Line Voting ENDS for All Nominations
[Thursday, January 5, 2017](#) Nominations ANNOUNCED

FINAL VOTING:

[Monday, January 9, 2017](#) On Line Voting BEGINS for Final Ballots, (All Crafts)
[Thursday, February 9, 2017, 5 PM](#) On Line Voting ENDS

**** SAVE – THE – DATE **** [SATURDAY, February 11, 2017](#) Winners will be announced at the 21st Annual ADG Awards Banquet, at the Ray Dolby Ballroom at Hollywood and Highland.