



14th Annual Art Directors Guild Excellence in Production Design Awards Awards Rules

Feature Films:

1. The Excellence in Production Design Award for a feature film will be awarded in three categories to the Production Designer, Art Director(s), and Assistant Art Director(s). When deemed appropriate by the Production Designer, Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a theatrical motion picture, will also be recognized.
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, 2009 and midnight of December 31, 2009, 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.

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 locales designed to portray a time period at least one generation before the present awards year.

Category II - Fantasy Films

To qualify in this category, a feature film must have the majority of its sets and locales 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 locales designed to portray the same generation as the present awards year, and designed to portray places of a realistic nature.

3. A reminder list of the eligible motion pictures will be made available with a nomination ballot to all active members 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, SAS70 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.artdirectors.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Marjo Bernay at the Art Directors Guild (818)762-9995 or Marjo@artdirectors.org.
4. All votes for a given film will be tallied, regardless of the category in which the vote is cast, and the film will be credited with this total number of votes (though not more than one vote per ballot cast will be counted). The category, in which the majority of a film's votes were cast, will be the category in which the film will be placed. In instances of ambiguity, the Awards Committee will make the final decision in which category to place each film. 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.
5. A final ballot, listing the Nominees, will be made available online to all active members in the Art Directors classifications of the Guild 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, SAS70 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.artdirectors.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Marjo Bernay at the Art Directors Guild (818)762-9995 or marjo@artdirectors.org.
6. 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.
7. Persons with eligible films, television programs or commercial programs may upload clips and/or still layouts to the Guild website at www.artdirectors.org. These clips and design presentations can be viewed by all public traffic to the site.
8. Awards will be conferred at an Awards Presentation ceremony. All nominated Production Designers, Art Directors and Assistant Art Directors designated by the nominated Production Designer on the project will receive nomination certificates. Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a nominated theatrical motion picture, as deemed by the Production Designer will receive certificate of appreciation.

Winning Production Designer(s) will be awarded a trophy, winning Art Director(s) and winning Assistant Art Director(s) will be awarded a plaque. Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a winning theatrical motion picture, as deemed by the Production Designer will receive the said certificate of appreciation.

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

Television Programs:

1. The Excellence in Production Design Award for Television will be awarded in three categories and two areas to Production Designer, Art Director(s), and Assistant Art Director(s). When deemed appropriate by the Production Designer, Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a television program, will also be recognized.
2. To be eligible, a program must have been first publicly exhibited on United States national television (broadcast, cable, or satellite) between January 1, 2009 and midnight of December 31, 2009. Programs which receive their first public exhibition other than on television 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 national television release.

The five categories are:

Category I - Episode of a One Hour Single-Camera Television Series

To qualify in this category, a television series must have a minimum of two episodes broadcast 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.

Please note that for series not in their premiere season, 50% screen time or 50% set count must be in new sets or locales for design teams to qualify for submission. Location work must be significantly redressed or designed to count toward the 50% 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 50% rule. For all such series, a set list with timing breakdown (see enclosed form) and two (2) DVD copies of the entered episode must be included in the submission.

Category II - Television Movie or Mini-Series

To qualify in this category, a television program must be an original-scripted movie or mini-series in either one part or extended parts. 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 III - Episode of a Half Hour Single-Camera Television Series (Category V out of sequence because it is a recently added new category)

To qualify in this category, a television series must have a minimum of two episodes broadcast 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.

Please note that for series not in their premiere season 50% screen time or 50% set count must be in new sets or locales for design teams to qualify for submission. Location work must be significantly redressed or designed to count toward the 50% 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 50% rule. For all such series, a set list with timing breakdown (see enclosed form) and two (2) DVD copies of the entered episode must be included in the submission.

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.

Area I - Episode of a Multi-Camera, Variety, or Unscripted Series

To qualify in this category, a television series must have a minimum of two episodes broadcast 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 will now include Variety & Non-Fiction Programs shot primarily on sets.

Please note that for series not in their premiere season 50% screen time or 50% set count must be in new sets or locales for design teams to qualify for submission. Location work must be significantly redressed or designed to count toward the 50% 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 50% rule. For all such series, a set list with timing breakdown (see enclosed form) and two (2) DVD copies of the entered episode must be included in the submission.

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.

Area II – Awards, Music & Game Shows

To qualify in this area, a television program must have been exhibited as one segment or program. The program must be designed and supervised by a Production Designer or Art Director.

3. The Guild will solicit the submission of television program entries for a reminder list. Submission forms are available for download at www.artdirectors.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.artdirectors.org.

4. The goal of this reminder list is to include as many achievements worthy of award consideration as possible. There is no limit on the number of submissions in the television categories and area, and all submissions must be received in the Guild office by 6:00PM, **FRIDAY November 20, 2009.**
5. The ADG Awards Committee will meet on **Tuesday, December 1, 2009 at 7PM** 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.** The reminder list will be issued after this meeting and all substantive inaccuracies discovered after this point will result in disqualification.
6. A reminder list of the eligible television projects will be made available with a nomination ballot to all active members 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, SAS70 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.artdirectors.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Marjo Bernay at the Art Directors Guild (818)762-9995 or marjo@artdirectors.org.
7. 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.
8. A final ballot, listing the Nominees, will be made available online to all active members in the Art Directors classifications of the Guild 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, SAS70 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.artdirectors.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Marjo Bernay at the Art Directors Guild (818)762-9995 or marjo@artdirectors.org.
9. 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.
10. 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.
11. Awards will be conferred at an Awards Presentation ceremony. All nominated Production Designer(s), Art Director(s) and Assistant Art Director(s) designated by the nominated

Production Designer on the project will receive nomination certificates. Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a nominated television program, as deemed by the Production Designer will receive certificate of appreciation.

Winning Production Designer(s) will be awarded a trophy, winning Art Director(s) and winning Assistant Art Director(s) will be awarded a plaque. Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a winning television program, as deemed by the Production Designer will receive the said certificate of appreciation.

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

Commercials and Music Videos:

1. The Excellence in Production Design Award for a commercial or music video will be awarded in a single category to the Production Designer, Art Director(s) and Assistant Art Director(s). When deemed appropriate by the Production Designer, Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a qualifying Commercial or Music Video, will also be recognized.
2. To be eligible, a commercial or music video must be at least 30 seconds in length, and have been first publicly exhibited in the United States, via any medium, between January 1, 2009 and midnight of December 31, 2009. Paid commercials, PSAs, Promos and Music Videos are eligible.
3. The Guild will solicit the submission of commercial program entries for a reminder list. 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 project. 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.artdirectors.org. **Two (2) copies of the submitted commercial on DVD must be included in the submission.** There is a limit of three (3) submissions per Production Designer or Art Director, and all submissions must be received in the Guild office by **6:00PM FRIDAY, November 20, 2009.**
4. The ADG Awards Committee will meet on **Tuesday, December 1, 2009 at 7PM** at the Guild office to review each commercial / music video 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.** The reminder list will be issued after this meeting and all substantive inaccuracies discovered after this point will result in disqualification.

5. Eligible submitted commercials and music videos will be available for viewing online at www.artdirectors.org, and copies of the eligible submitted commercials and music videos will also be available in the Guild offices during normal business hours, beginning no later than the day the nomination ballot is supplied until the close of nomination balloting.
6. A reminder list of the eligible commercial and music video projects will be made available with a nomination ballot to all active members 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, SAS70 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.artdirectors.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Marjo Bernay at the Art Directors Guild (818)762-9995 or marjo@artdirectors.org.
7. The five productions receiving the highest number of nomination votes in each category 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.
8. The five (5) nominated commercials or music videos will be available for viewing on the ADG website www.artdirectors.org and copies of the nominated commercials and music videos will also be available in the Guild offices during normal business hours, beginning the day the nominations are announced until the close of final balloting.
9. A final ballot, listing the Nominees, will be made available online to all active members in the Art Directors classifications of the Guild 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, SAS70 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.artdirectors.org. All ballots will be anonymous. Votenet will mail paper ballots only upon request. To request a paper ballot please contact Marjo Bernay at the Art Directors Guild (818)762-9995 or marjo@artdirectors.org.
10. Final Ballots will be counted by Votenet Solutions Inc. The commercial or music video receiving the highest number of votes will be declared the winner of the award for Excellence in Production Design.

11. Awards will be conferred at an Awards Presentation ceremony. All nominated Production Designer(s), Art Director(s) and Assistant Art Director(s) designated by the nominated Production Designer on the project will receive nomination certificates. Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a nominated Commercial or Music Video, as deemed by the Production Designer will receive certificate of appreciation.

Winning Production Designer(s) will be awarded a trophy, winning Art Director(s) and winning Assistant Art Director(s) will be awarded a plaque. Illustrator(s), Concept Designer(s), Set Designer(s), Digital Set Designer(s), Graphic Designer(s), Lead Scenic Artist(s), Matte Artist(s), Graphic Artist(s), Model Maker(s), Scenic Artist(s), and Set Decorator(s) that have made a significant contribution to the look of a winning Commercial or Music Video, as deemed by the Production Designer will receive the said certificate of appreciation.

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