



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent
DIVISION MEMORANDUM
CID-2023-0876

To : Eduard C. Amoguis, EdD, Chief, Curriculum Implementation Division
Liezl S. Josol, Education Program Supervisor
Ricardo M. Olmedo, P IV, Sto. Tomas National High School
Oliver U. Emata, P IV, New Corella National High School
Evelyn P. Lucas, P III, Kapalong National High School
All Others Concerned

Subject: **INVITATION FOR THE SPA MEDIA ARTS IN THE 1ST PALM CITY FILM FESTIVAL**

Date : October 27, 2023

1. Attached herewith is a letter from Mrs. Alma L. Uy, Co-Chairperson, 1st Palm City Film Festival, which invites learners and specialists of the Special Program in the Arts (SPA)-Media Arts to the 1st Palm City Film Festival on December 3-6, 2023 at Tagum City.
2. The activity aims to provide reinforcement and augmentation programs to elevate the skills of SPA learners, from amateur to professional application of skills, through filmmaking.
3. This office interposes no objection to the participation of teachers and learners to the activity since this is part of their performance tasks however, the adherence to the policy on "No Disruption of Classes," and DepEd Order No. 9, s. 2005 entitled: "Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith" shall be strictly observed. Likewise, prior preparations shall be done after class hours or during SPA time.
4. The submission of entries will be on November 6, 2023 at 11:59 p.m. and be uploaded to this link palmcityfilmfestival@gmail.com.
5. Details of the activity like the mechanics, guidelines, information, inquiries, and entry forms (etc.) are enclosed in this memorandum .
6. In the conduct of this activity, it is expected that Equal Opportunity Principle (EOP) Performance goals and requirements must be observed in such a way to recognize universal equality of individuals regardless of gender, religion, ethnicity, and political affiliation.
7. Immediate dissemination of this memorandum to the concerned is desired.

REYNALDO B. MELLORIDA CESO V
Schools Division Superintendent

For the Schools Division Superintendent:

RAMEL M. PILO
Chief, SGOD



Enclosed. As Stated.
CID/lcj



Address: Mankilam, Tagum City, Davao del Norte
Telephone Number: (084) 216-6742 | Telefax (084) 216-6506
Website: www.depeddavnor.ph | Facebook: DepEd Davao del Norte





DepEd Division of Davao del Norte
RECEIVED
RECORD SECTION

OCT 17 2023

October 10, 2023

REYNALDO B. MELLORIDA, CESO V

Schools Division Superintendent
Department of Education Division of Davao del Norte
Provincial Government Center, Mankilam, Tagum City

Sir:

Good day!

The **Tagum City Tourism, Arts & Culture Council, Inc.** and the **City Government of Tagum** is now embarking a program to escalate the learning abilities of the SPA Media Arts Students in DepEd Division of Davao del Norte by providing a reinforcement and augmentation programs to elevate their skills from amateur to professional application of skills through filmmaking.

Thus, the 1st Palm City Film Festival is conceived to address the growing need for a platform that celebrates and promotes the art of filmmaking in our City. Film as a medium has a profound impact on society, influencing culture, inspiring creativity, and fostering meaningful dialogue. Palm City, with its rich cultural heritage and diverse population, is an ideal location for such an event.

With this letter, we humbly request the **DepED Division of Davao del Norte's assistance and support in the implementation of this program as our partner institution. This event will be implemented on December 03-06, 2023 at Tagum City.**

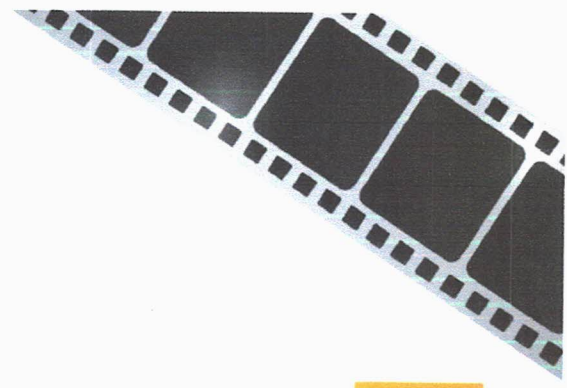
Your approval on this humble request shall have a great impact on the success of this event!

Should you have any clarification, please feel free to coordinate with **Ms. Argin** thru mobile number **0966-224-2399** or you may email us at palmcityfilmfestival@gmail.com.

Thank you very much.

Sincerely yours,


ALMA L. UY, RN, MBA
Co-Chairperson



RULES AND GUIDELINES

ELIGIBILITY AND SUBMISSION REQUIREMENTS

1. Palm City Film Festival is open to all SPA Media Arts students in all DEPED SPA Schools of Davao Region.
2. Entries must have a total runtime of twenty (20) minutes including credits.
3. Entries must have been completed anytime within **January 2022 to October 2023**.
4. Entries must contain English Subtitles already hardcoded in the film.
5. Final copies of entries are required to be encoded in **H.264** codec with the **.mp4** file extension.
6. The use of **unlicensed** copyrighted materials in entries is **strictly prohibited**.
7. Entries must be finished and final. Works in progress are NOT eligible.
8. All entries must include proof of student status at the time of production (i.e. copy of student ID, Principal's Certification of Enrollment).
9. All entries must be emailed to palmcityfilmfestival@gmail.com. Submissions of the form and other requirements is also accepted, delivered and mailed to:

Ms. Argin Fil

Head Secretariat PCFF
Arts Division, Tagum City Tourism and Cultural Center
Osmeña Street, Tagum City
Davao del Norte 8100 PH

10. Only completed entries (including signed certification of entry, submission form, release waiver, and final copy of film) will be processed.
11. Multiple entries may be submitted.

DEADLINE

1. Deadline for the submission of entries is **November 6th, 2023, 11:59 PM**.

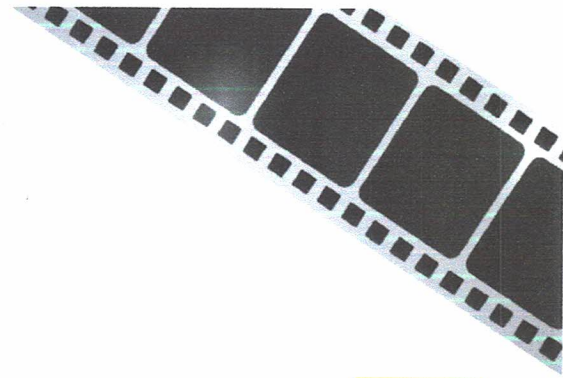
SUBMISSION ADDRESS

2. Send files and/or links of entry requirements to:
palmcityfilmfestival@gmail.com

MODE OF COMMUNICATION

3. All applicants will be notified **BY EMAIL ONLY** as to whether their entries have been selected or not.
4. All official communication shall be by email only. Please add palmcityfilmfestival@gmail.com to your email service's safe senders list or regularly check your junk/spam folder to avoid missed emails.

Email: palmcityfilmfestival@gmail.com
Address: Tagum Tourism and Cultural Office, Rizal Street,
Magugpo Poblacion, Tagum City, Davao del Norte, Philippines



SELECTION, PRESENTATION REQUIREMENTS, AND JUDGING

5. Entries are selected for presentation at the Palm City Film Festival by a programming committee.
6. **As a festival that strives to develop the skills of the students, promote, and showcase filmmaking in Davao Region, only films made by a Davao Region based SPA Media Arts Student filmmaker, shot in Davao Region, or has topics or themes relating to Davao Region will be eligible for competition.**
7. Entries outside the aforementioned criteria may still be selected for exhibition in the festival.
8. If selected, entries will be required to submit digital copies of their press materials which includes, but are not limited to: film trailer, film poster, production still photos, director's profile and photo, director's video introduction of the film, etc.
9. Selected entries are required to have its own Facebook page for its own promotional purposes.
10. Selected entries with original songs (if eligible for competition) are required to submit copies of such songs in **MP3** format.
11. Films eligible for awards will be judged by festival jurors.
12. The list of festival awards will be announced at a later date.

INFORMATION & INQUIRIES

13. For further information, visit the Tagum City Tourism and Cultural Center and look for Ms. Argin Fil or Mr. Martin Capuno.
14. For inquiries, email palmcityfilmfestival@gmail.com or contact **09662242399**

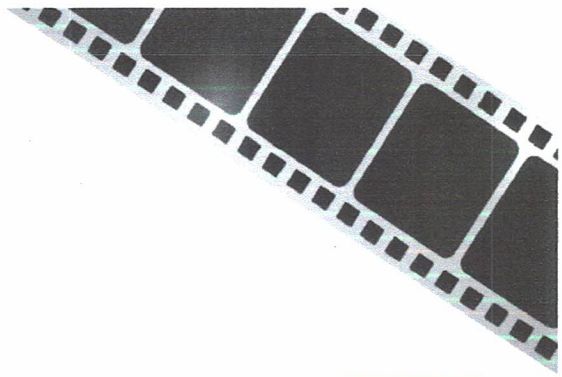
Certification of Entry

I, the undersigned, acknowledge and agree to the following:

I have read, understood, and agree with the rules and regulations. All statements on the submission form are true. I am duly authorized to submit this film to the Palm City Film Festival and allow usage of content from the film and other submitted materials for promotional use on television, radio, print, online, and at live events.

Title of Film: _____

Signature over Printed Name: _____ Date: _____



SUBMISSION FORM

**All fields are required. Please indicate "N/A" if not applicable.*

Film Title: _____

Logline (50 words or less):

Film Description: (50 words or less):

Film Facebook Page: _____

Film Website: (if available) _____

Film Type:

Student Short Film
(maximum 20 minutes)

Student Documentary Film
(maximum 20 minutes)

Animated Short Film
(maximum 20 minutes)

Genre(s): _____

Exact Running time: _____

Language(s) / Dialect(s):

Note: All films must have English subtitles

Film Aspect Ratio:

2.35:1 16x9
 4x3 (specify) _____

Contact Person: _____

Contact Number/s: _____

Contact Email: _____

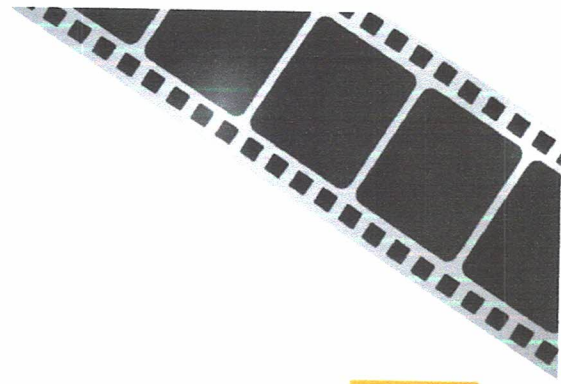
Mailing Address: _____

Film Completion Date:

_____/_____/_____
Month Day Year

Please check all applicable:

- World Premiere
- Asian Premiere
- Philippine Premiere
- Mindanao Premiere
- Regional Premiere



**All fields are required. Please indicate "N/A" if not applicable.*

Director(s):

Producer(s):

Screenwriter(s):

Cinematographer(s):

Editor(s):

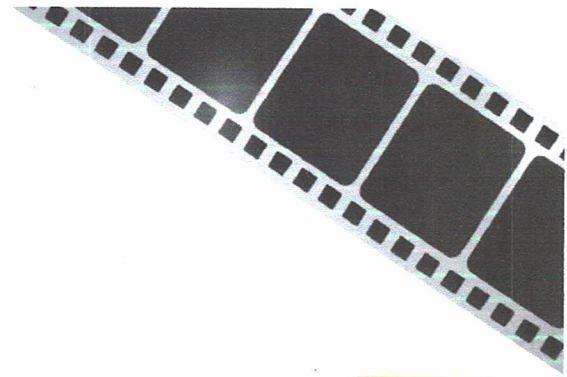
Production Designer(s):

Musical Score Composer(s):

Sound Mixer(s)/Designer(s):

Original Song(s) (indicate Title, Writers, Composers, Performers):

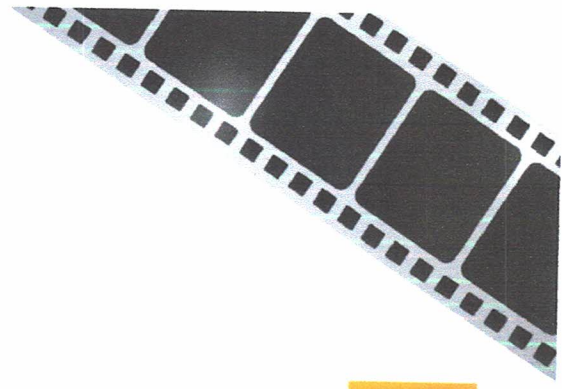
Production Company/Group:



**if applicable*

Other film festivals in which this film has been accepted in, including citations, nominations, or awards that it may have won:

Email: palmcityfilmfestival@gmail.com
Address: Tagum Tourism and Cultural Office, Rizal Street,
Magugpo Poblacion, Tagum City, Davao del Norte, Philippines



RELEASE WAIVER

I, _____, am a rights holder of the film entitled _____, and I agree to the rules and guidelines of the Palm City Film Festival (PCFF).

That, if this film is selected for presentation in the PCFF, I grant online, theatrical, or other public display and/or performance rights of my film and the related content submitted to PCFF, including but not limited to trailers, posters, and production stills, to the Palm City Film Festival, its sub events, and other organized events, as well as the use of still images, video clips, and audio recordings derived from these submitted content for promotional and educational purposes;

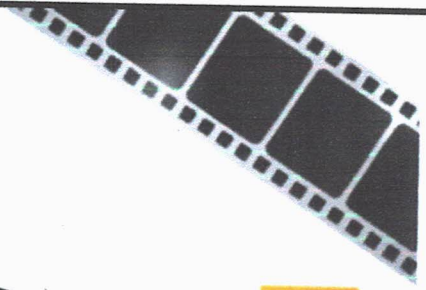
That I agree not to hold the organizers responsible against any possible liability resulting from the content of my film, and I hereby release and discharge the organizers from any claims whatsoever in connection with its use;

That I agree not to hold the organizers liable for any damage, loss, or unlawful copying of my film and the related contents I submitted or any portion thereof unless said damage, loss, or unlawful copying occurs as a result of willful misconduct on the part of the organizers, its officers, agents, or employees;

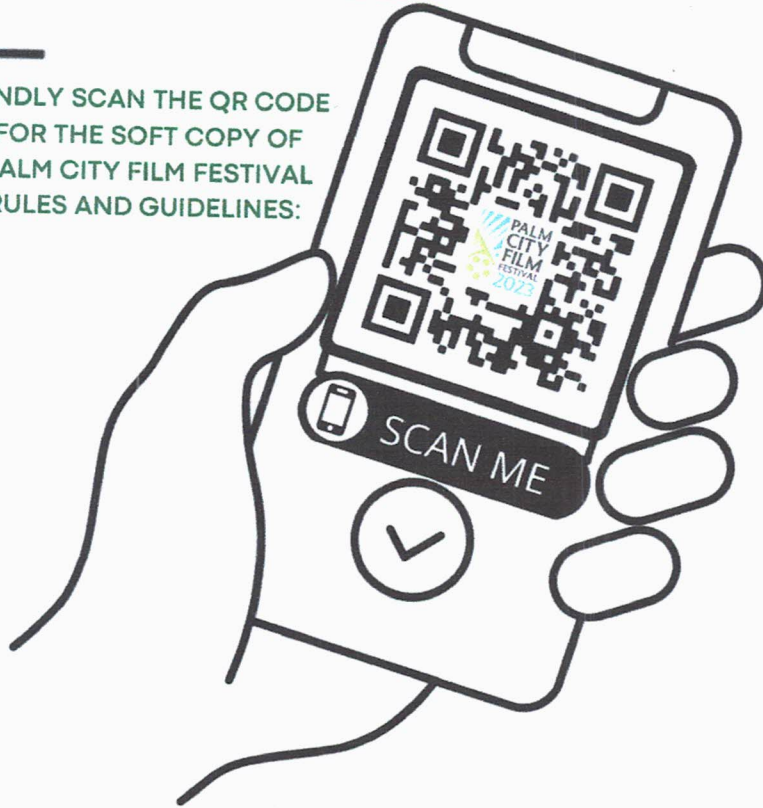
I am signing and executing this release freely and voluntarily without any inducements, promises, or representations made by the organizers of the event.

I hereby certify that I have read the foregoing and fully understand its meaning and effect.

Film Rights Holder: (Signature over printed name) Date:



KINDLY SCAN THE QR CODE
FOR THE SOFT COPY OF
PALM CITY FILM FESTIVAL
RULES AND GUIDELINES:



palmcityfilmfestival@gmail.com