



31st Annual News & Documentary Emmy Awards

CHECKLIST

DID YOU...

Rules

-Read the relevant sections of the Rules & Procedures?

Entry Forms

-Fill out a separate entry form for each submission?

-Have the entry form(s) signed by the Executive Producer, Producer or Awards Coordinator?

Credits & Emmy Essay

-List the names and contact info for all statue eligible entrants on each entry form?

-Include a complete list of production credits for each submission?

-Include two copies of a one-page essay explaining why your entry is Emmy-worthy? (See page 10 of the rules for essay instructions. Writers see Rules for additional requirements. Promo entrants see page 31).

DVDs / URLs

-Include 12 copies of each submission DVD? (DVD preparation instructions are on p. 12)

-Prepare your online entry video? (New Approaches entrants ONLY--See pages 13-14 of the rulebook for URL preparation instructions)

Master List and Breakdown

-Include a completed Entry Breakdown Form if you have more than 10 entries? (note that there are two entry breakdown forms corresponding to the early and final deadline. Please be sure to use the correct form)

-Include a Master List or Cover Letter listing all entries by category and/or area and the total amount of your entry fee payment?

Payment

-Include a check made payable to NATAS/News & Documentary, or a completed credit card payment form for the total amount of your entry fees?

Thank you for your submissions!