

## 2017-2018 OFFICIAL RULES AND REGULATIONS

### Make-up Artists and Hair Stylists Guild Awards

#### INTRODUCTION

The Make Up Artists & Hair Stylists Guild Awards are governed by the Guild's President, Business Representative and Secretary Treasurer.

The President will yearly appoint a chairperson of the Rules & Regulations Committee and a Chairperson of the Lifetime Achievement and Distinguished Artisan Awards Committee.

#### **LIFETIME ACHIEVEMENT AWARD**

An Award will be given to one Local 706 make-up artist and one hair stylist, for contributions and accomplishments for their distinguished body of work. An appointed Guild Awards Lifetime Achievement & Distinguished Artisan Awards Committee, approved by the Local 706 Executive Board, will make recommendations of nominees. The Local 706 active & active retiree membership will vote online for the most qualified Lifetime Achievement winner (s). October 18, 2017 voting begins for Lifetime Achievement Awards online at [www.local706.org](http://www.local706.org). You must be an Active or Active Retiree Local 706 member to vote. Please log into the website under your own user name and password, go to Awards pull down section and look for the Simply Voting button. Cast your ballot for the most qualified **Lifetime Achievement** award recipient.

#### **DEFINITIONS OF MAKE-UP AND HAIR STYLING**

Subject to the specific requirements of any given award category, make-up shall be defined as any change in the appearance of a performer's face or body created by the application of cosmetics, three-dimensional material, facial hair goods, and/or prosthetic appliances applied directly to the performer's face or body using an appropriate adhesive. Make-up is not changes caused by special lighting, camera lenses, optical effects or computer imaging. It is not puppets or any device that is not on the performer's face or body.

Subject to the specific requirements of any given award category, hair styling shall be defined as any change in the appearance of a performer's hair by the act of hair styling, for example designing, cutting, coloring, arranging the performer's hair, as well as the designing, preparation and application of wigs or hairpieces to create a character. It is not changes caused by special lighting, camera lenses, optical effects or computer imaging. It is not for hair styling on puppets, dummies, or any device that is not on the performer's hair or head

#### **ENTRY FORM GUIDELINES**

A separate Entry Form must be completed for each Category you wish to enter.

Entries may be submitted by Department Heads, Personal Artists, Studios, Awards Offices and/or Productions. **Please coordinate so there are not multiple submissions for the same production.** A maximum of two statues may be given per Award Category. In special instances, the Guild Awards Rules & Regulations Committee may be petitioned thru application process to consider one additional nominee

per category. Department Heads of winning categories may select up to five additional outstanding contributors to receive Award Certificates for “Recognition for Outstanding Contribution”.

After submission, you must provide signed proof of working on the production (Proof of Participation) in a specific work classification from the producing company. No Nomination will be considered without this signed proof. By checking “I am Authorized” below you are agreeing to provide this proof.

A Television Production will be recognized for the entire season. However, if there was a change of makeup artist(s) or hairstylist(s), the name of the individual episode(s) may be submitted.

The 100 word or less description of techniques used to create the look(s) for the award submission is to inform the voting peer group of the processes you employed as the Department Head. Describe your work and not the products. If a 2<sup>nd</sup> applicant is to be entered, also in this area describe their responsibilities and contributions towards the achievement.

The Department Head also will have the option to opt out as an applicant if he or she determines another artist or artists are more responsible for what is being recognized.

If your submission is Nominated, a five (5) minute video clip showcasing the techniques used **must be provided**. This will be available for all voting members to review at the time of final voting.

Theatrical Productions: Video, clips and/or photo’s may be submitted.

Commercials: the entire commercial may be submitted.

The following are the official rules and regulations for the 2017-2018 Make-up Artists & Hair Stylists Guild Awards.

### **PRODUCTION CATEGORIES FOR WHICH AWARDS WILL BE GIVEN**

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**FEATURE LENGTH MOTION PICTURE** – To qualify, entry must have over seventy (70) minutes running time, be first publicly shown in a commercial motion picture theater, and have a seven (7) consecutive day run in Los Angeles, starting prior to midnight, December 31, 2017.

**BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

#### **Make-up - 3 Categories May be Entered-**

- **Best Contemporary Make-up** – Outstanding Make-up designed to represent years after 2000 to present day with continuity of application throughout the entry.
- **Best Period and/or Character Make-up** – Outstanding Period Make-up designed to represent years 2000 and prior, or Character Make-up of any period that changes the identity or appearance of an actor with NO use of prosthetics and continuity of application throughout the entry.
- **Best Special Make-up Effects** - Outstanding Make-up including the application of three-dimensional materials or prosthetics to the performers face and or body, with continuity of

application throughout the entry. No mechanical, computer generated effects, or puppeteering will be considered.

### **Hair Styling- 2 Categories May be Entered**

- **Best Contemporary Hair Styling** – Outstanding Hair styling designed to represent years after 2000 to present day with continuity of application throughout the entry.
- **Best Period and/or Character Hair Styling** – Outstanding Period Hair styling designed to represent years 2000 and prior, or Character Hairstyling of any period that changes the identity or appearance of an actor with or without the use of wigs, with continuity of application throughout the entry.

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**TELEVISION AND NEW MEDIA SERIES (ie: aired Netflix, Hulu, Amazon etc.)** – To qualify, entry must have a minimum of five (5) episodes. The Series must be shown on Network, Cable Television or a streaming provider (ie: Netflix, Hulu, Amazon etc.) that is available in Los Angeles prior to Midnight December 31, 2017.

### **BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

#### **Make-up - 3 Categories May be Entered-**

- **Best Contemporary Make-up** - Outstanding Make-up designed to represent years after 2000 to present day with continuity of application throughout the entry.
- **Best Period and/or Character Make-up** – Outstanding Period Make-up designed to represent years 2000 and prior, or Character Make-up of any period that changes the identity or appearance of an actor with NO use of prosthetics and continuity of application throughout the entry.
- **Best Special Make-up Effects** – Outstanding Make-up including the application of three-dimensional materials or prosthetics to the performers face and or body, with continuity of application throughout the entry. No mechanical, computer generated effects, or puppeteering will be considered.

#### **Hair Styling - 2 Categories May be Entered**

- **Best Contemporary Hair Styling** – Outstanding Hair styling designed to represent years after 2000 to present day with continuity of application throughout the entry.
- **Best Period and/or Character Hair Styling** – Outstanding Period Hair styling designed to represent years 2000 and prior, or Character Hairstyling of any period that changes the identity or appearance of an actor with or without the use of wigs, with continuity of application throughout the entry.

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**TELEVISION MINI-SERIES, MOTION PICTURE MADE FOR TELEVISION, OR SPECIAL** - To qualify for the Mini-Series, the complete program must have a minimum of two parts, with a minimum running time for all segments combined of four (4) hours. The production must have a beginning, middle, and an end with a

finite number of episodes, generally between two (2) and twelve (12). The story line is resolved at the end of the broadcast. To qualify as a Motion Pictures Made for Television, or Special, the program should fit the minimum format length of two (2) televised half-hour time slots and not be part of a series, or is broadcast in one part as a "stand-alone". All Mini Series, Motion Pictures Made for Television, and Specials must first be shown on Network or Cable Television or a streaming provider (ie: Netflix, Hulu, Amazon, etc.) that is available in Los Angeles prior to midnight, December 31, 2017.

**BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

**Make-up - 3 Categories May be Entered-**

- **Best Contemporary Make-up** – Outstanding Make-up designed to represent years after 2000 to present day with continuity of application throughout the entry.
- **Best Period and/or Character Make-up** – Outstanding Period Make-up designed to represent years 2000 and prior, or Character make-up of any period that changes the identity or appearance of an actor with NO use of prosthetics and continuity of application throughout the entry.
- **Best Special Make-up Effects** – Outstanding Make-up including the application of three-dimensional materials or prosthetics to the performers face and or body, with continuity of application throughout the entry. No mechanical, computer generated effects, or puppeteering will be considered.

**Hair Styling - 2 Categories May be Entered**

- **Best Contemporary Hair Styling** – Outstanding Hair styling designed to represent years after 2000 to present day with continuity of application throughout the entry.
- **Best Period and/or Character Hair Styling** – Outstanding Period Hair styling designed to represent years 2000 and prior, or Character Hairstyling of any period that changes the identity or appearance of an actor with or without the use of wigs, with continuity of application throughout the entry.

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**DAYTIME TELEVISION** – To qualify, entry must have a minimum of five (5) episodes. The Program must be aired prior to 6:00PM PST and be shown on Network, Cable Television or a streaming provider (ie: Netflix, Hulu, Amazon etc.) that is available in Los Angeles prior to Midnight December 31, 2017.

**BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

- **Best Make-up** - All categories: Outstanding Contemporary, Period, Character and Special Make-up Effects
  - **Best Hair Styling** - All categories: Outstanding Contemporary, or Period/Character
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**CHILDREN AND TEEN TELEVISION PROGRAMMING** – To qualify, entry must have a minimum of five (5) episodes. The Series must be shown on Network, Cable Television or a streaming provider (ie: Netflix, Hulu, Amazon etc.) that is available in Los Angeles prior to Midnight December 31, 2017.

**BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

- **Best Make-up** - All categories: Outstanding Contemporary, Period, Character and Special Make-up Effects
- **Best Hair Styling** - All categories: Outstanding Contemporary, or Period/Character

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**COMMERICALS & MUSIC VIDEO'S** –To qualify, entry must be aired or streamed on a streaming provider (ie: Netflix, Hulu, Amazon or the Internet) in Los Angeles prior to Midnight December 31, 2017.

**BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

- **Best Make-up** - All categories: Outstanding Contemporary, Period, Character and Special Make-up Effects
- **Best Hair Styling** - All categories: Outstanding Contemporary, or Period/Character

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**THEATRICAL PRODUCTIONS (LIVE STAGE)** – To qualify entry must be performed within California prior to Midnight December 31, 2017. The entry may be judged on the merits of Make-up Artistry, Hair Styling or both. Submission does not have to be an original or new production; but nominee must have dealt in a hands-on manner with creation/design and/or implementation of production submitted.

**BREAKDOWN OF AWARDS: A Maximum of 2 statues may be given per Category**

- **Best Make-up** - All categories: Outstanding Contemporary, Period, Character and Special Make-up Effects
- **Best Hair Styling** - All categories: Outstanding Contemporary, or Period/Character

**GENERAL GUILD AWARDS RULES**

- 1) Voting on all categories will be restricted to active and active retired members of Local 706, I.A.T.S.E. in good standing.
- 2) The established statue trophy licensed by the Guild shall be awarded for all categories.
- 3) Voting for nominations and awards shall be by secured member login thru the Local 706 website with online balloting.
- 4) A Television Production will be recognized for the entire season. However, if there was a change of makeup artist(s) or hairstylist(s), the name of the individual episode(s) may be submitted.

5) A Maximum of 2 statues may be given per Award Category. In special instances, the Guild's Awards Rules & Regulations Committee may be petitioned thru the application process to consider **ONE** additional nominee per category. Department Heads of winning categories may select up to five additional outstanding contributors to receive Award Certificates for "Recognition for Outstanding Contribution". The Department Head also will have the option to opt out as an applicant if he or she determines another artist or artists are more responsible for what is being recognized.

**Awards are allocated as per the "Breakdown of Awards". The petition must be included at the time of submission.**

6) Ineligible entries will be disqualified at any stage of the competition when grounds for such disqualification come to the Guild Awards Rules & Regulations Committee's attention. The Guild Awards Rules & Regulations Committee reserves the right to determine the eligibility of all entries, persons and nominations and to reject any entries for any reason, including, but not limited to, inability to verify information or failure to satisfy the applicable rules. The Guild Awards Rules & Regulations Committee retains the right to determine the accuracy of the information contained in the entries.

7) In the event of a tie for first place in the final balloting, awards shall be given for both achievements.

8) Eligibility for a Guild Award shall be limited to entries which have met the following requirements (where applicable) and have completed the application in full which will include:

- a. Full and complete credits authenticated by their ending screen credits, or producer, production company verification or a studio Awards Department. In any and all disputes, final determination shall be made by the Guild Awards Rules & Regulations' Committee. Intentional falsification of credits will result in disqualification of the entire entry.
- b. For theatrical productions, the name of the theater, for television productions the network where the entry has played or aired. All must include the dates of the run, airing or the performance.
- c. Statement of 100 words or less by the entrant of the techniques used to achieve the make-up or hair application. This is to inform the voting peer group of the processes you employed as the Department Head. If a 2<sup>nd</sup> applicant is to be entered, also in this area describe **their** responsibilities and contributions towards the achievement. Anything over 100 words will be cut. Your peers are considering your description, so speak to the techniques, not the product lines or relationships.
- d. When completing the Entry Submission form, if the Department Head determines that another Artist or Artists are more responsible for what is being recognized, the Department Head may opt out as an entrant.

9) For final nominees, a submission of a maximum 5 minute clip in the format as prescribed will be required: Upload instructions for 5 minute clip will be available online at the Local

706 website. Only 5 minute clips will be allowed. Anything over 5 minutes will be disqualified and not offered for viewing convenience.

**No additional scoring or music allowed.**

For Theatrical nominees; videos, clips or photos of submitted production may be included.

- 10) All Official Guild Entry Forms must be received by the Guild Awards Rules & Regulations Committee, via the website submission process, by 5:00PM PST, Friday, November 17, 2017.
- 11) All entries must be completed online and must contain adequate evidence of authorization to use any names, likenesses, clips/excerpts/photographs associated with the entry and any other intellectual property necessary for evaluation of the entry, consideration of a nomination or otherwise in connection with the nomination and award-granting process. Official submission forms may be accessed through the website at [www.local706.org](http://www.local706.org).
- 12) Award winners agree, by accepting the statue, that they may not sell, lease, license, reproduce or otherwise transfer the statue to any other person or entity for any purpose, including any commercial purpose. **A statue recipient shall be allowed, upon that recipient's death, to pass the statue on only to his or her lawful heir (s). Statue recipients are prohibited from making any modifications, alterations or other physical changes of any kind to the statue, including the removal of any plate or plaque identifying the awards recipient. Once a statue recipient's lawful heir(s) has died, the statue must be returned to Local 706.**
- 13) Any person or entity seeking to qualify an entry, all nominees and award winners and any production company, network or other production-related entity associated with any of the foregoing agrees, by virtue of his/her/its participation in the entry qualification, nomination and award process, to recognize and abide by all restrictions on the use of the Guild's intellectual property and, further, to take appropriate steps to assure that he/she/it safeguards and honors any limitations, prohibitions and restrictions on the use of the Awards statue and the Guild's intellectual property, including, but not limited to, the guidelines for use of the trademarks, service marks and copyrights promulgated by the Guild, the Guild Awards Rules & Regulations Committee or any licensee (within the scope of his/her/its license), whether now in existence or promulgated hereafter.

## **HOW NOMINATIONS WORK**

October 16, 2017, submissions for consideration are opened to Make-up Artists & Hair Stylists of the film, television, theatrical and commercial production communities. Entries may be submitted by Department Heads, Personal Artists, Studios, Awards Offices and/or productions. Entries must be done online at [www.local706.org](http://www.local706.org) and submitted no later than 5:00PM PST, November 17, 2017.

## **BALLOTING**

1. The ballot to determine the first eligible five (5) nominations will be available for voting on the Local 706 website by Friday December 8, 2017. All Ballots are voted upon by Local 706 Active & Active Retiree membership only.
2. Voting for nominations closes Thursday, December 28, 2017 5:00 PST
3. Nominations will be announced Friday, January 5, 2018.

#### **THE FINAL BALLOT**

1. The final ballot will include a list of the five (5) nominated productions in each category. The final ballot will be available for voting through the Guild's website, [www.local706.org](http://www.local706.org), with member log in available to all active members, in good standing of Local 706 I.A.T.S.E. starting on Thursday, January 25, 2018 and must be completed no later than Friday, February 16, 2018 at 5:00 PM PST. Online voting only-**NO PAPER BALLOTS** will be offered or accepted.
2. Online tallying will be done in real time and available for a certified audit trail by Simply Voting. Winners will be announced at the Award Show on Saturday, February 24, 2018.



## HOW TO PROMOTE YOUR ENTRIES AND/OR NOMINATIONS

Local 706 members are eligible for a special member discount on all awards campaign advertising. For all reservations, please contact IngleDodd Media at 310-207-4410 or [local706@ingledodd.com](mailto:local706@ingledodd.com) for more information. All artists or artist representatives may promote qualified work to voters through the following methods:

### Print

'For your consideration' display ads may be placed in the *The Artisan*

'For your consideration' inserts may be carried in the *The Artisan*

### Digital

'For your consideration' web ads may be placed on [www.Local706.org](http://www.Local706.org)

Screening invitations and calendars may be sent via email to the membership

### Other

Screening invitations and DVD's may be sent by direct mail to the membership

## GENERAL VOTING TIMETABLE

October 16, 2017 MON Submission begins of qualified entries to Guild Awards ALL ONLINE

October 18, 2017 WED Voting begins for Lifetime Achievement & Artisan Awards

November 10, 2017 FRI Lifetime Achievement Award voting ends at 5:00 PM PST

November 16, 2017 THURS Announcement of Lifetime Achievement Recipient & Artisan Recipient

November 17, 2017 FRI Deadline for submission of qualified entries for Guild Awards 5:00PM PST

December 8, 2017 FRI Voting for qualified nominations begins

December 28, 2018 FRI Voting for qualified nominations closes 5:00PM PST

January 05, 2018 THURS Nominations announced by Guild Awards Committee

January 25, 2018 THURS Online FINAL balloting opens-[www.local706.org](http://www.local706.org) secure member login

February 16, 2018 FRI FINAL Online balloting closes 5:00 PM PST

February 24, 2018 SAT Awards Presentation Winners Announced

\*Dates subject to change