

**2018-2019 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. Nominees for Lifetime Achievements must be active or retired members of Make-Up Artists and Hair Stylists Local 706. 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). Monday October 22, 2018 voting begins for Lifetime Achievement Awards online at [members.local706.org](http://members.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. [members.local706.org/awards/voting](http://members.local706.org/awards/voting)

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, facial hair goods, and/or prosthetic appliances applied directly to the performer's face or body. Prosthetics are any three-dimensional appliances, including transfers, that have been prepared in advance from a mold and applied to the actors to change his/her appearance and to give character to the make-up. It could be as small as a scar or wound, or as large as full facial pieces, and/or body parts, or bald caps. 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 category. Eligible Entrants are the Make-Up Artists or Hair Stylist most responsible for the overall look of the achievements being recognized. 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. **By definition the Petitioned applicant should be that additional party (Make-Up Artist or Hair Stylist) who was also considered the most responsible contributing party for the look of the entry.**

**The petition MUST be included at the time of submission. It will NOT be accepted if submitted late.**

The Department Head also will have the option to opt out as an applicant if it is determined that another artist or artists is more responsible for what is being recognized.

The 100 word or less description of techniques used to create the look(s) for the award submission is required. This 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 100 word area describe their responsibilities and contributions towards the achievement. If a third (3<sup>rd</sup>) applicant is to be entered through Petition, a 50 word or less area of why this person should be included in the entry will be required.

Department Head Make-up Artist(s) or Department Head Hair Hairstylist(s) of winning categories may select up to five additional outstanding contributors to receive Award Certificates for "Recognition for Outstanding Contribution".

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

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" in the application you are agreeing to provide this proof.

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 next sections are the Production Categories. The General Guild Awards Official Rules and Regulations for the 2018-2019 Make-up Artists & Hair Stylists Guild Awards will follow.

### **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, 2018.

**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 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 SERIES, TELEVISION MINI SERIES OR TELEVISION NEW MEDIA SERIES** –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, 2018.

**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 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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**MOTION PICTURE MADE FOR TELEVISION OR SPECIAL** - To qualify as a Motion Pictures Made for Television, 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". To qualify as a Special the program should be a standalone production. Made for Television Film(s) and Specials must first 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, 2018.

**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 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, 2018.

#### **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, 2018. Children & Teen Television programming by definition will have a target audience ranging in age between 5-17 years of age.

#### **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 VIDEOS** –To qualify, entry must be aired on **Network Cable Television** or streamed on a streaming provider (ie: Netflix, Hulu, Amazon or the Internet) in Los Angeles prior to Midnight December 31, 2018.

**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, 2018. 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 [members.local706.org](http://members.local706.org) with online balloting.
- 4) A Television Production will be recognized for the entire season. However, if there was a change of **Department Head** makeup artist or hairstylist, the name of the individual episode(s) may be submitted.
- 5.) A Maximum of 2 statues may be given per Award Category. **Eligible entrants are the make-up artist or hairstylist most responsible for the overall look of the achievements being recognized.** In special instances, the Guild’s Awards Rules & Regulations Committee may be petitioned thru the application process to consider **ONE** additional nominee per category. **By definition the Petitioned applicant should be that additional party (makeup artist or hair stylist) who was also considered the most responsible contributing**

**party for the look of the entry. The Petition will include an area for 50 words or less WHY this person should be included in the entry. The petition MUST be included at the time of submission.** 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 it is determined another artist or artists are more responsible for what is being recognized.

- 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 styling 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 of **100 words** describe their responsibilities and contributions towards the achievement. Anything over 100 words will **not be allowed**. Your peers are considering your description, so speak to the techniques, not the product lines or relationships. **The Petition for one additional nominee will include an area for 50 words or less WHY this person should be included in the entry.**
  - d. A disclaimer must be revealed if any portion of a submission that does not conform to the category in which it is submitted and this disclaimer must be clearly disclosed in the first portion of the 100 words or less description. For example, if an artist has a prosthetic applied in conjunction with a non- prosthetic

Period and/or Character Category, he or she must submit a disclaimer to the fact, discounting the prosthetic aspect of the make-up when voting in this category.

- e. **When a submission is entered by a Studio, Awards Office, or production, measures must be taken by the person(s) making the submission to contact the Department Heads or Personal Artists to insure the proper individuals are included representing the project and the proper category has been chosen.**
  - f. A category MUST have a minimum of three (3) submissions, or the category is suspended for that year and will return the following year.
  - g. 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 eliminated for viewing.

**No additional scoring or music allowed.**

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

**No additional scoring or music allowed.**

- 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, Wednesday, November 14, 2018.
- 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 their 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 their 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 their 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 their license), whether now in existence or promulgated hereafter.

#### **HOW NOMINATIONS WORK**

October 15, 2018, 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 [members.local706.org/awards/voting](http://members.local706.org/awards/voting) and submitted no later than 5:00PM PST, November 4, 2018.

#### **BALLOTING**

1. The ballot to determine the first eligible five (5) nominations will be available for voting on the Local 706 website by Monday December 10, 2018. All Ballots are voted upon by Local 706 Active & Active Retiree membership only.
2. Voting for nominations closes Monday, January 7, 2019 5:00 PST
3. Nominations will be announced Thursday, January 10, 2019.

#### **THE FINAL BALLOT**

1. The final ballot will include a list of the nominated productions in each category. The final ballot will be available for voting through the Guild's website, [members.local706.org](http://members.local706.org), with member log in available to all Active & Active Retiree members, in good standing of Local 706 I.A.T.S.E. starting on Tuesday, January 21, 2019 and must be completed no later than Friday, February 08, 2019 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 16, 2019.

## 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 thru [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

## 2018-2019 GUILD AWARDS GENERAL VOTING TIMETABLE

October 15, 2018	MON	Submission begins of qualified entries to Guild Awards ALL ONLINE
October 22, 2018	MON	Voting begins for Lifetime Achievement & Artisan Awards
November 9, 2018	FRI	Lifetime Achievement Award voting ends at 5:00 PM PST
November 15, 2018	THURS	Announcement of Lifetime Achievement Recipient & Artisan Recipient
November 14, 2018	WED	Deadline for submission of qualified entries for Guild Awards 5:00PM PST
December 10, 2018	MON	Voting for qualified nominations begins
January 07, 2019	MON	Voting for qualified nominations closes 5:00PM PST
January 10, 2019	THURS	Nominations announced by Guild Awards Committee
January 21, 2019	MON	Online FINAL balloting opens- <a href="http://members.local706.org">members.local706.org</a> secure member login
February 08, 2019	FRI	FINAL ONLINE balloting closes 5:00 PM PST
February 16, 2019	SAT	Awards Presentation Winners Announced

\*Dates subject to change