



Paperwork & Payment Deadline, January 24, 2019

Video Upload Deadline, January 31, 2019

## What Matters

**What do I do first?** Read the Call for Entry! This document contains all of the rules, guidelines and categories.

### What's the entry deadline?

Entry "paperwork" must be submitted online through EMMY® Express by January 24, 2019. Entries must list each person who should be recognized and pay the appropriate fees for each person listed.

Video Upload Deadline is Midnight, January 31, 2019.

### Do we need to pay fees for each entrant/person listed?

YES. An entry fee must be paid for each entrant (person) listed on the entry. Please have your entrants register (non-member) or become a member before you start the entry process or you will have to stop and register the entrant.

**EMMY® Express** sends email confirmations for each step of the process, entry forms, payments, invoices, receipts and video upload status. Login to your EMMY® Express dashboard, scroll down, you will see an icon, Access Email to see all of the emails the system has sent to you.

### How can I change entry information or add a name to an entry already submitted?

Yes, at the bottom of your EMMY® Express Entry Form you will see these links: modify the entry; (names can be added), make a payment and upload video. You can use any of these links until Midnight, January 24, 2019.

### :30 Clip For EMMY® Awards Show

Please specify a starting time code for a 30 second excerpt of your entry to be played at the Emmy® Gala if your entry is nominated.

### Be Creative

When choosing a title for your entry. The title you choose is the title that will be engraved on your EMMY® nameplate. Your name + Composite does not = creative!

Write a Description/Synopsis! It gives the judges more information to go on before viewing your video! Tell them why this entry is EMMY® AWARD worthy.

### Spelling Counts!

Check spelling of all entrants' names and entry titles. Reminder, don't use quotation marks, special characters or all caps for your Entry Title OR Entrants Name.

**If you have a questions please use the contact form to alert us.** We answer emails quickly and efficiently, but your patience is appreciated. [newenglandemmy@gmail.com](mailto:newenglandemmy@gmail.com)