

# SAG Awards<sup>®</sup> Submission Quick Reference Guide

Please refer to our complete <u>Rules and Regulations</u>.

# SUBMISSIONS OPEN: Wednesday, October 4, 2023

### <u>SUBMISSION DEADLINE: Monday, November 6, 2023 at 5PM PT</u>

**ELIGIBILITY PERIOD:** Calendar Year 2023 (Jan. 1 – Dec. 31, 2023)

#### All submissions must be made online at <u>www.sagawards.org/submissions</u>.

With the actor's permission, producers, studios/networks, agents, managers, or publicists may submit performances for consideration in the category designated by the actor. Actors may of course submit their own performances.

### **CATEGORIES**

#### • MOTION PICTURES

- Outstanding Performance by a Male Actor in a Leading Role
- Outstanding Performance by a Female Actor in a Leading Role
- Outstanding Performance by a Male Actor in a Supporting Role
- Outstanding Performance by a Female Actor in a Supporting Role
- Outstanding Performance by a Cast in a Motion Picture

#### • TELEVISION PROGRAMS

- Outstanding Performance by a Male Actor in a Television Movie or Limited Series
- Outstanding Performance by a Female Actor in a Television Movie or Limited Series
- Outstanding Performance by a Male Actor in a Drama Series
- Outstanding Performance by a Female Actor in a Drama Series
- Outstanding Performance by a Male Actor in a Comedy Series
- Outstanding Performance by a Female Actor in a Comedy Series
- Outstanding Performance by an Ensemble in a Drama Series
- Outstanding Performance by an Ensemble in a Comedy Series

#### • **STUNT ENSEMBLE HONORS** (*Recipients announced prior to Telecast*)

- $\circ$  Outstanding Action Performance by a Stunt Ensemble in a Motion Picture
- $\circ$  Outstanding Action Performance by a Stunt Ensemble in a Television Series

# **SUBMISSION FEES**

- Individual Categories: \$200
- Motion Picture Cast or Television Ensembles: \$2,000 for up to 20 actors per entry\*
- Stunt Ensembles: \$1,500

\* Ensembles and Casts with more than 20 actors will be charged an additional \$200 per performer above the 20-actor threshold.

# IMPORTANT: Submission payment will be deferred until the TV/Theatrical strike has ended.

You can complete submissions, but the payment portal for invoicing and credit card payments will not be open. All submitters will receive an email notification once payment options are available.

# **ELIGIBILITY REQUIREMENTS**

### **PRODUCTION ELIGIBILITY**

- Motion picture and television **productions made within SAG-AFTRA's jurisdiction** must be signatory to a Screen Actors Guild ("SAG"), American Federation of Television and Radio Artists ("AFTRA"), or a SAG-AFTRA collective bargaining agreement.
- Productions **made outside the U.S. in which a SAG-AFTRA member is employed** are eligible provided SAG-AFTRA determines that the member's employment is covered by a SAG, AFTRA, or SAG-AFTRA contract in accordance with Global Rule 1.
- Motion picture and television productions **filmed completely outside the U.S. with an** <u>entirely</u> **foreign cast** may be eligible, if covered by an equivalent union or organization in that country.
- Motion picture and television productions need not be in English.

# **MOTION PICTURES**

Motion pictures must be scripted, feature-length (over 60 minutes in running time), and first exhibited during the calendar year 2023 (Jan. 1 - Dec. 31, 2023).

- **Distribution:** Motion pictures must be first publicly exhibited (previews excluded) before a paying audience in a commercial motion picture house for at least a seven (7) day consecutive run during the eligibility period in at least one of the major markets outlined below:
  - Los Angeles County
  - City of New York (any of the five boroughs)
  - Bay Area (counties of San Francisco, Marin, Alameda, San Mateo, and Contra Costa)
  - Chicago Area (Cooke County)
  - Miami-Dade County
  - Atlanta (Fulton County)
- Any eligible motion picture with a day and date release in theaters and on video on demand ("VOD"), or other streaming platform is eligible as a Motion Picture and may only be submitted as a Motion Picture.
- Documentaries are **<u>not</u>** eligible.

# TELEVISION PROGRAMS

Television programs must have first aired in the United States in primetime (between 8pm -11pm Monday through Saturday and 7pm - 11pm Sunday), and in the case of streaming programs must have first been exhibited on a recognized platform in the United States during the **eligibility period of calendar year 2023** (Jan. 1 - Dec. 31, 2023), and share the traditional primetime format relevant to all programs eligible for nomination.

# COMEDY AND DRAMA SERIES

- Comedy and Drama Series are defined as scripted programs with multiple episodes (minimum of 4), in which the ongoing theme, storyline, and main characters are presented under the same title.
- All series episodes must have a <u>minimum</u> running time of 20 minutes.

# **Comedy Series**

- Series must be **primarily comedic** and marketed/advertised as such.
- In order for a sketch or variety program to be considered as a Comedy Series, content must be 100% scripted with recurring characters appearing in sketches within the eligible season.
- Variety programs with unscripted interviews are not eligible.

# **Drama Series**

• Series must be **primarily dramatic** and marketed/advertised as such.

### (TELEVISION PROGRAM ELIGIBILITY Continued)

### **Television Movie**

- Television Movies are defined as a scripted, single, closed-end program, which tells a story with a beginning, middle, and end, with a minimum duration of primarily 90 minutes.
- Television Movies must be marketed/advertised as such.

# **Limited Series**

- Limited series are defined as a scripted, multi-part, program with 2 or more episodes, and a total running time of at least 150 program minutes.
- It tells a complete story and does not have a continuing storyline and/or main characters in subsequent seasons.
- Limited series must be marketed/advertised as such.
- Series with 3 or fewer installments may still be considered in the Limited Series category.
- Anthology Series that tell a complete, non-recurring story in each episode or installment also qualify in this category.

# **MOTION PICTURE CAST AND TELEVISION ENSEMBLE ELIGIBILITY REQUIREMENTS**

# Motion Picture Cast Inclusion

• Single-card billing

# **Comedy and Drama Television Ensemble Inclusion**

- Must meet **one of the below** requirements for inclusion:
  - Have a series regular contract and appear in a predetermined minimum number of original episodes airing during the calendar year 2023 (Jan. 1 - Dec. 31, 2023). See grid

# below for required minimums.

• Have guest star billing and appear in a majority (51%) of original episodes (i.e. 6/10, 7/13, 12/22) airing during the calendar year 2023 (Jan. 1 - Dec. 31, 2023).

# SERIES REGULAR ELIGIBILITY GRID

# of Eligibles Episodes - Min. Episodes Required # of Eligibles Episodes - Min. Episodes Required

4-6	2
7-8	3
9 -11	4
12 -13	5
14 - 16	6
17 - 18	7
19 -21	8
22 - 23	9
24	10

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4 - 5	3
6 - 7	4
8 - 9	5
10 - 11	6
12 - 13	7
14 - 15	8
16 - 17	9
18 - 19	10
20 - 21	11
22 - 23	12
24 - 25	13

There are no minimum episode count requirements when submitting in individual television categories (Male or Female Actor in a Drama/Comedy/Limited Series).

# **REQUIRED SUBMISSION INFORMATION**

The following must be included on all submissions:

- **Submitter Information:** Submitter name, address, email, phone, and electronic signature, which will include and serve as a statement acknowledging that the actor has agreed to the submission and has given his or her permission to SAG-AFTRA, SAG Awards, producers of the Awards Show, and the networks exhibiting the Awards Show to use his or her likeness in any promotional activity.
- Actor Information: Full name and character name of actor(s) as listed in the film or program's credits.
- Category: Awards category in which the submission is to be placed.
- **Production Title:** Title of motion picture, or television program.
- **Studio or Production Company Contact:** Studio or production company responsible for the film or program, along with a contact name, address, email, and phone number.
- Distribution Information:
  - **For motion pictures**, the name and address of the theater in which the motion picture was first exhibited, or the streaming/VOD service it first premiered, and the release/ premiere date.
  - For television programs, the name and address of the network or streaming service on which the program first aired and the date and time of first broadcast or exhibition within the calendar year.
- **Publicity Contact:** Name, email, and phone number of personal publicist (or other contact) for each actor.
- **Photo Contact:** Name, email, and phone number of photo contact for film or television program.
- **Clip Licensing Contact:** Name, email, and phone number of film or television clip licensing contact responsible for providing clip access if nominated.

# ADDITIONAL SUBMISSION REQUIREMENTS

# **DVDS/DIGITAL SCREENERS**

• DVDs and digital screeners are **<u>not required</u>** for any submissions.

# LEGAL CREDITS

Required for the following categories:

- **Motion Picture Cast**: Both legal main title <u>and</u> end credits are required to verify single-card billing and character names.
- **Comedy and Drama Ensembles**: Legal credits for each original episode airing during the calendar year 2023 (Jan. 1 Dec. 31, 2023).
- Please send credits to <u>credits@sagawards.org</u> if not previously uploaded in the submission form.

# PHOTOS

Submitted images will be used for the SAG Awards Nominating Committee online ballots, as well as the nominations announcement, advertising/promotion, telecast, ceremony program book, and the SAG Awards website.

All images <u>must meet the specs below and be uploaded on the submission form</u> for the entry in order to display properly on the Nom Comm online ballot. Under <u>no circumstances</u> will we accept photo download site URLs or images being emailed.

### (PHOTOS Continued)

Submitters will have the opportunity to crop a thumbnail of their submitted image to be displayed on the Nom Comm online ballot. If an image is not submitted, a SAG Awards statuette icon with the text "Image Not Available", will appear next to the performer's name.

If a photo is unavailable at the time of submission, you may request a photo override on the submission form. **Do not upload blank or placeholder photos**.

### • Specs

- Color
- Hi-Res (min. 1800 pixels on the longest side; 300 dpi)
- JPG, PNG, or TIFF files
- **In-character photos are required.** However, if the actor is not recognizable in costume, please submit an approved headshot.
- Film Categories
  - Individuals: In-character still from the film (with ONLY the submitted actor pictured).
  - <u>Cast</u>: One sheet/key art (without advertising, laurels quotes, etc.) <u>and</u> title art.

### • Television Categories

- Individuals: In-character still (with ONLY the submitted actor pictured).
- <u>Ensemble</u>: An ensemble photo <u>and</u> show logo (without advertising, laurels quotes, etc.).

### • Stunt Categories

• Title art or show logo (without advertising, laurels quotes, etc.).

# **STUNT ENSEMBLE LISTS**

Studios and networks in conjunction with the film or program's stunt coordinator must provide a list of all eligible stunt performers. Review stunt ensemble eligibility requirements <u>here</u>.

- Due once submitted, but **must be provided no later than the point of nomination.**
- Lists must be in Excel format and include names and email addresses for all eligible stunt performers.
- Email lists to <u>stunts@sagawards.org</u>.

#### SUBMISSION VERIFICATION AND ACCURACY

It is very important that you verify your submission. Please confirm that the category, spelling, and all other information is correct. Ballots to the membership and nomination press kits will be based on the information given in your submission. The name, character name, project name, and studio or network affiliation for each nominee will be taken from the submission form.

# <u>CONTACT</u>

Screen Actors Guild Awards Office (323) 549-6707

submissions@sagawards.org