

RULES AND REGULATIONS
OF THE FOURTH HEART OF EUROPE INTERNATIONAL TV FESTIVAL & FORUM

§ 1

General Provisions and Definitions

1. The Organizer of The Fourth Heart of Europe International TV Festival & Forum hereinafter referred to as the: “Festival” is Telewizja Polska S.A. in liquidation with its registered office in Warsaw at ul. J.P. Woronicza 17, entered in the register of entrepreneurs of the National Court Register kept by the District Court for the capital city of Warsaw, 13th Commercial Division of the National Court Register under KRS No. 0000100679, Tax Identification Number (NIP) 521-04-12-987 and share capital paid-up in full in the amount of PLN 286,596,500.00 (hereinafter referred to as the “Organizer”).
2. The Festival shall take place from 16 September 2024 until 19 September 2024.
3. The Festival shall take place in hybrid form. During the Festival, the screenings of the chosen Productions referred to in section 5 will be held both in cinemas and online on the Internet. The screenings on the Internet will be available on the Organizer's streaming platform on the territory of Poland and on the territories of Central and Eastern European countries in the European Union (i.e. Poland, Czech Republic, Slovakia, Hungary, Lithuania, Latvia, Estonia, Romania, Bulgaria, Croatia, Slovenia) and selected partner countries (Serbia, Ukraine and Georgia).
4. In the event the proper authorities implement restrictions on public gatherings and the Festival cannot be held in conventional form, the Festival will be held in online form observing all implemented restrictions, including sanitary restrictions.
5. The Festival will present television productions, including films, series, documentaries, documentary series, concerts, shows, programs for children and youth, reality shows (hereinafter collectively referred to as the “Productions”) in the following categories:
 - a. Feature Film;
 - b. Feature Series;
 - c. Documentary Film and Series;
 - d. Entertainment (quiz shows, game shows, food, fashion, health, travel, talent show, talk show, singing/dancing competition, reality, quiz, travel programs, concerts, etc.);
 - e. Digital (podcasts, mobile apps, multi-platform and Internet projects, AI, AR or VR productions);
 - f. Productions intended for children and youth (film/series/audition).
6. The Organizer reserves the right to modifications within the scope of categories with regard to the Festival needs respectively.

7. These Rules and Regulations set out the rules for submitting Productions to the Festival's competition in its various categories, and for giving awards in the competition.
8. The Productions will be available through the Organizer's festival platform from 16 September 2024 until 16 October 2024.
9. Chosen Productions which will be selected in the selection process referred to in § 5 may be presented as part of the Festival on terms specified herein.
10. The Productions should meet the requirements specified in § 3 hereof.
11. Each time the provisions are referred to without their specific designation, they shall be construed as provisions hereof.

§ 2

Objectives of the Festival

1. Fundamental objectives of the Festival:
 - a. providing the audience with access to top quality programs presenting including, but not limited to, cultural, historical, linguistic, religious and artistic diversity of Central and Eastern Europe;
 - b. supporting and activating creation of audiovisual works in the country and in selected countries of the region, including publicizing audiovisual works of the region;
 - c. supporting, activating and promoting creators by publicizing their achievements and involving them in future television productions; building a pool of talented creators for future television works.
2. The Festival also aims to contribute to:
 - a. building and strengthening the identity of the countries of the Central and Eastern European region;
 - b. establishing and strengthening cooperation among public broadcasters in the Central and Eastern European region;
 - c. promoting audiovisual works of Central and Eastern European countries in the world.

§ 3

Specific Terms of the Festival

1. Entry Requirements (hereinafter: "Entry") for the Festival:
 - a. Entered Productions:
 - i. should present the content referring to the identity of the region of Central and Eastern European countries;
 - ii. should be innovative;
 - iii. should meet the needs of a broad and ever-developing audience;
 - iv. may not contain advertising content;

- v. must be produced, co-produced or commissioned by a public broadcaster from one of the countries listed in §1 section 3.
 - b. The production has premiered or will premiere through the public broadcaster or on its VOD platform between 01.01.2023 and 31.12.2024.
 - c. For the Digital category, the Production should be made available by the public broadcaster between 01.01.2023 and 31.12.2024.
 2. Entry can be submitted by:
 - a. A public broadcaster from one of the countries listed in § 1 section 3,
 - b. Another organization holding rights to submit Productions to festivals, acting in agreement with the relevant public broadcaster from one of the countries listed in § 1 section 3,
- hereinafter referred to as the "Applicant".
 3. The Competition is open to Productions that have already participated in or been awarded during other competitions, festivals and reviews, except for previous productions submitted to past editions of the Heart of Europe Festival.
 4. Entries can be submitted until 30.06.2024 on the Festival website available at: www.heartofeurope.tvp.pl. The Organizer reserves the right to change the deadline for submitting Entries.
 5. Entries may be submitted in the categories specified in § 1 section 5.
 6. The Entry has to comprise of:
 - a) review and demonstration copies of the Production with English subtitles;
 - b) demonstration copy of the Production in original without subtitles;
 - c) English subtitles in SRT file.
 7. In the case of the Digital category, a description of the Production in English is required to explain the functionality and content included.
 8. The Entry shall include the following appendices:
 - a. Brief summary and description of the Production in English;
 - b. Biographic entry of the creator(s) of the Production in English;
 - c. At least 3 stills (including name of the author thereof);
 - d. Photo of the creator(s) of the Production (including name of the author thereof);
 - e. Production trailer (with English subtitles, in separate file) if available. In case of no trailer – a chosen 3-minute part promoting the production.
 - f. Logotype of the organization submitting the production.
- Appendices in electronic form should be sent until 30.06.2024 by email to the following address: heartofeurope@tvp.pl.
9. The Applicants bear full liability for the accuracy of the information provided in the Application with the actual state.

10. The Applicant ensures that it has the rights and consents to a free of charge, repeated reproduction and use of the image of the persons recorded on the submitted promotional materials referred to in section 8, dissemination of the image through the use of the Organizer's media, understood also as the Organizer's channels and profiles on third-party platforms, including online transmission and public sharing of the video material, with the name, surname, and the image of the persons referred to above. The Applicant holds a statement of consent for the dissemination of the images of the artists and for the processing of their personal data, made available in the Entry and will present it upon request of the Organizer. This statement constitutes an equivalent to a representation that the aforementioned materials submitted by the Applicant do not violate their personal rights. In the event that any claims are made on this account, the Applicant agrees to assume such liability, and to support the Organizer in any legal action taken at their own expense.
11. The consent referred to in section 10:
 - is not limited in time or territory,
 - applies to any videos and photos/stills submitted by the Applicant.
12. Entering a Production in the competition is free of charge.
13. The Productions which will qualify for the competition will be made available free of charge on the Organizer's platform for the users of the Festival's website, under the license specified in § 4.

§ 4

License

1. Upon submission of the Entry, the Applicant grants the Organizer a non-exclusive, gratuitous license to use the Production and the materials (appendices) specified in § 3 section 8 by the Organizer as part of the Festival, in whole or in part, in the territories of the countries specified in § 1 section 3, in the following fields of exploitation:
 - a. recording and multiplication - production of copies by any technique, including printing, reprography, magnetic recording, optical, analogue or digital technique; in any system or format; on any media, including audio or video, hardcopies or similar, photosensitive, magnetic, or optical carriers, disks, memory chips, computer media or other recording or memory carriers;
 - b. distribution by means other than those specified in letter a:
 - i. any broadcast or re-broadcast, including by wired or wireless video or audio systems, over terrestrial stations, via satellite, on cable, telecommunications or multimedia networks or other transmission systems (including simulcasting, webcasting); in unencrypted or encrypted form, in open or closed circuit; in any technique (including analog or digital), system or format, with or without recording functionality, including text, multimedia, Internet, telephone or telecommunications services;

- ii. publishing in such a way that members of the public may access it from any place and at any time, including by means of terrestrial broadcast, satellite, cable, telecommunication or multimedia networks, databases, servers or other devices or systems, including those of third parties, in open or closed circuit, in any technique, system or format, with or without recording, including the services specified in letter i.
 - c. any public reproduction, display, performance, presentation.
 2. The Organizer has the right to use fragments of the Production (up to 3 minutes) as part of information, promotional and advertising activities concerning the Festival (spots, trailers, trailers promoting the Production and the Festival) in all fields of exploitation specified in section 1.
 3. The licenses and permissions referred to in this paragraph are granted from the time of Entry until:
 - a. 06.12.2024 within the scope specified in section 1.
 - b. 31.05.2034 within the scope specified in section 2.
 4. The license referred to in section 1 also includes the right to authorize exercising derivative copyrights solely to the extent of the right of translation and exploitation in the fields specified in section 1.
 5. The license granted authorizes the Organizer to grant further licenses, if required, in order to conducts screenings of the Production at the Festival.

§ 5

Selection

1. In order to be admitted to the selection process, an Application must be sent by the deadline specified in § 3 section 4 for participation in the Festival and a file with the Production or a link to the Production on youtube or vimeo secured with a password must be sent via the website www.heartofeurope.tvp.pl. The Applicant is solely responsible for the availability of the Production at the URL address under the provided link for the entire duration of the Festival.
2. The Productions qualified for the Festival should be delivered by the date specified in the notification referred to in section 10 to the Organizer's FTP server indicated in the email:
 - a. Productions excluding Digital category, in UHD/HD quality in one of the following formats: mp4 H264 file, or mov file, or mxf file, or DCP file,
 - b. Productions in the Digital category should be submitted in a Power Point format file.
3. Once the Organizer confirms that the Production is to be included in the Festival, it may not be withdrawn from the Festival's program.
4. The Entry to the Festival consists of the interactive online application form (hereinafter referred to as the "Application Form"), a template of which constitutes a schedule hereto.

5. It is forbidden and constitutes an infringement of the these Rules and Regulations to submit to the Competition Productions containing content that is contrary to the law or good morals, and in particular content that is racist, xenophobic, propagating phonographic and software piracy, spreading hacking techniques, viruses and any other materials similar in terms of content and operation.
6. The Organizer shall appoint selection teams (hereinafter referred to as the “Teams”) that shall make selection of Productions in each category from among the Submitted Entries.
7. The Teams will evaluate the Productions which meet the objectives of the Festival specified in § 2 and formal requirements specified in § 3 and 6 hereof.
8. Each of the Teams will select Productions which meet formal requirements of the Festival and, in the opinion of the Team, present the highest level of content, production and artistic merit in order to present them to the International Jury.
9. The deliberations of the Teams are confidential. The decisions of the Teams regarding the selection of the Production are final and not subject to complaint, and the Organizer is not obliged to provide explanations regarding the decisions of the Teams.
10. The Applicants will be notified of the admission or rejection of the Production to the Festival at least 30 days before the Festival by email.
11. Each Production submitted to the Competition will be considered individually.
12. Team members will consider the following criteria when evaluating Productions:
 - 1) the compatibility of the theme of the Production with the goals/objectives of the Festival;
 - 2) the value of Production related to the mission of the public broadcaster;
 - 3) originality of approach to the topic and idea for the Production;
 - 4) the merit of the content of the Production;
 - 5) the artistic value of the Production.

§ 6

Entry

By submitting an application for participation in the Festival the Applicant makes the following representation to the Organizer:

1. The Applicant has acquainted themselves with these Rules and Regulations and accepts their contents without reservation.
2. The Applicant grants the Organizer a license pursuant to the provisions referred to in § 4.
3. The Applicant is authorized to submit the Production to the Festival and bears full legal liability for their actions or omissions, if they are not authorized to submit the Production to the Festival, or if they violate copyrights or personal rights of third parties. In the event that legitimate claims are made by third parties against the

Organizer, the Applicant undertakes to satisfy such claims and indemnify the Organizer against any liability on this account.

4. The Applicant shall fully cover all costs and expenses arising from the preparation and submission of the Production for the Festival.

§ 7

Jury

1. The Organizer appoints members of the International Jury (hereinafter referred to as the "Jury") which consists of representatives of broadcasters from Central and Eastern Europe and Telewizja Polska S.A. These are qualified individuals selected from experts in the respective Festival categories indicated by broadcasters participating in the Festival.
2. The Juror's application form of the participating broadcaster constitutes Schedule 2 hereto.
3. At least 5 Jury members are expected to be appointed in each category.
4. The Jury will choose Productions from the nominations made by the Teams.
5. The Jury shall choose winners of the Festival and give awards referred to in § 8.
6. The Jury will evaluate the Productions, which were entered for participation in the Festival meeting the formal requirements specified in the Rules and Regulations and which were selected in the selection process referred to in § 5.
7. The deliberations of the Jury are confidential. The decisions of the Jury are final and not subject to complaint, and the Organizer is not obliged to provide explanations regarding the decisions of the Jury.
8. The deliberations of the Jury are headed by a Chairman (hereinafter referred to as the "Chairman") elected from among the Jury members.
9. The Jury makes its decisions in the form of written resolutions by an absolute majority of votes. Adoption of the resolution shall be confirmed by the Chairman's signature. Each member of the Jury is entitled to one vote. In the event of a tie, the Chairman shall have a casting vote.
10. Resolutions referred to in section 9 may be adopted if at least 50% of the Jury plus one person is present at the meeting of the Jury.
11. Winners will be notified by email of the location and date of the awards/awards of distinction ceremony.

§ 8

Awards

1. The organizer provides two first awards in each category for the first and second place, presented by the Management Boards of TVP or persons authorized by it.
2. The first awards include statuettes for first and second place. The award for a particular Production will be given to the Applicant. The Award may not be exchanged for another item, service or financial equivalent thereof.

3. The Organizer allows to grant additional special awards in the form determined by the Management Boards of TVP.
4. The Organizer reserves the right not to award a grand award or a special award.

§ 9

Further information

1. In accordance with Articles 13 and 14 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27.04.2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (hereinafter referred to as the "Regulation"), the personal data of the persons representing the Applicant and the personal data of the creators of the submitted Productions will be processed by the Festival Organizer for the purpose of acceptance and verification of the Entries, evaluation and selection of the best Productions and, in a justified case, for the purpose of notifying the creators of winning Awards and the date they shall be given.
2. The Organizer shall store the aforementioned personal data in a manner compliant with the applicable regulations, including, in particular, securing them against unauthorized access, taking by an unauthorized person, processing in violation of the law, as well as against change, loss, damage or destruction.
3. The personal data controller of the data of persons referred to in section 1 is Telewizja Polska S.A. in liquidation with its registered office in Warsaw, at ul. J.P. Woronicza 17, 00-999 Warsaw.
4. The Applicants are the source of the personal data.
5. Personal data are processed on the basis of the legally justified interest of the Organizer - Article 6(1)(f) of the Regulation - consisting in particular in the need to organize and carry out the Festival in accordance with the provisions hereof, in particular to receive and verify the Applications, evaluate and select the best Productions.
6. Personal data shall also be processed on the basis of Article 6(1)(f) of the Regulation, i.e. the Organizer's legitimate interest in asserting or defending against potential claims.
7. In case of granting consent for sending the newsletter, personal data will be processed pursuant to Article 6 (1)(a) of the Regulation.
8. The Organizer will process the following personal data: forename and surname, contact data provided, and in case of the creators also biographical data, data regarding their work so far, and if it is necessary in connection with providing accommodation and means of transport to the persons, also identification data: PESEL (personal identification) number – and in case of persons not holding PESEL number - identity document number, citizenship, address of residence, data of the Submitting organization. In case of Jurors the Organizer shall also process their image (photo).

9. The personal data shall be processed exclusively until the Awards are presented. Storage period of personal data may be extended in each case by the period of limitation of claims, if the processing of personal data is necessary to assert or defend against possible claims. In case of granting consent to sending newsletters, personal data in the form of name and email address will be processed until the consent is withdrawn.
10. Persons referred to in section 1 have the right to access their data, as well as the right to rectify them, delete them, limit processing thereof, and right to object thereto - in situations strictly determined by the Regulation. In case of granting consent to send the newsletter the persons who granted it shall have the right to withdraw such consent at any time, which shall not deem such processing contrary to the processing right prior to withdrawal of the consent. These rights can be exercised through the contact in a manner indicated in section 12.
11. The persons indicated in section 1 shall also have the right to file a complaint with the President of the Personal Data Protection Office, if they find that the processing of their personal data constitutes a breach of the provisions of the Regulation.
12. The Personal Data Protection Officer appointed by the Organizer can be contacted via e-mail at the following address: rodo@tvp.pl as well as by traditional mail to the address Telewizja Polska S.A. ul. J.P. Woronicza 17, 00-999 Warsaw, with a note "Attn: Personal Data Protection Officer".
13. The data of persons indicated in section 1 shall not be a subject to profiling or automated decision making.
14. The Organizer shall not transfer personal data to a third country or international organization.
15. Personal data may be disclosed to public administration authorities if the obligation to disclose the data results from applicable laws, and to other entities providing services on behalf of the Organizer to the extent and for the purpose compatible with these Rules and Regulations, including hotels and airlines in cases where the Organizer provides persons with accommodation and transport.

§ 10

Final Provisions

1. The decisions of the Organizer are final and not subject to complaint.
2. The Applicant and the Organizer shall communicate during the Festival by electronic mail. The following constitutes email address for correspondence with the Organizer: heartofeurope@tvp.pl.
3. The Organizer reserves the right to amend the regulations and rules of the Festival even during its duration, provided that the amendments will not affect the conditions of participation in the Festival. Information on amendments will be posted on the website indicated in § 3 section 4. The amendments shall become effective on the date they are

posted on the aforementioned website. In case of Applicants who have accepted the Rules and Regulations, they shall have the right to cancel their participation in the Festival within 14 calendar days from the date of notifying them of the amendments hereto.

4. Non-compliance or failure to comply with the Regulations and Rules by the Applicant will result in the exclusion of their Application from the Festival.
5. The Organizer reserves the right to cancel or revoke the Festival at any time, without stating reasons therefor.
6. These Rules and Regulations are governed in all respects by the Polish law.
7. In matters not covered by these Rules and Regulations the provisions of the Civil Code, the Act on Copyrights and Related Rights shall apply.
8. Any disputes shall be settled by common courts of law having jurisdiction over the Organizer's registered office.
9. The Rules and Regulations have been drawn up in two languages: Polish and English.

Schedule 1 to Rules and Regulations of the Heart of Europe International TV Festival & Forum

Application Form template

Production data:

1. (Obligatory) **Category** - selected from a drop-down list (Completion of subsequent fields depends on the Category selected)
 - Film (Fiction)
 - Series
 - Documentary
 - Entertainment
 - Children and Youth
 - Digital
2. (Obligatory) **Original Title** - 100 characters text field
3. (Obligatory) **Title in English** - 100 characters text field
4. (Obligatory) **Genre** - text field (Description: Horror / Comedy / Sci-Fi)
5. (Obligatory) **Synopsis** - 2000 characters text field (Synopsis in English)
6. (Obligatory) **Date of Production** - date in xxxx format e.g. 2023
7. (Obligatory) **Production Country** (several) - 100 characters text field
8. (Obligatory Serial) **Number of episodes** - number of episodes e.g. 12
9. (Obligatory) **Length (in minutes)** - in xxx format e.g. 120
10. (Obligatory) **Broadcaster** (which public television station broadcasted the premiere) - 100 characters text field
11. (Obligatory) **Broadcast by** - text field (e.g. Channel TVP 1HD , website www.vod.tvp.pl)
12. (Obligatory) **Original Language** (several) - 100 characters text field
13. (Obligatory) **Date of the First Broadcast** (only a date from the time period specified in the Rules and Regulations) - choose from the calendar: Select a date from 1 January 2022 to 31 December 2023
14. (Obligatory) **English Subtitles** - select YES/NO English
15. Upload:
 - (Obligatory) **Link with video** (add material)
 - (Optional) Password: (additional field to be filled in)
16. (Obligatory) **FTP data** - possibility to receive data for the FTP server in order to upload the material
17. (Optional) **Link to trailer** - 100 characters text field
18. (Optional) **Link to website** - 100 characters text field

19. (Obligatory) **Dialogue list** - upload
20. (Obligatory) **English Subtitles** - upload (*.doc, *.srt)
21. (Obligatory) **Promotional stills** - upload (*.jpg, *.png, *.zip) in print quality of at least 300 dpi (2-3 stills from the film)
22. (Optional) **Presskit** - upload (*.pdf, *.jpg, *.zip)
23. (Optional) **Film Poster** - upload(*.jpg, *.pdf, *.zip)

Creators and Cast:

24. (Obligatory) **Director** - First Name and Last Name (several)
 - (Obligatory) Title Mr/Mrs
 - (Obligatory) E-mail
 - (Obligatory) Phone
25. (Obligatory) **Producer** – 100 characters text field
26. (Optional) **Co-Producer** - 100 characters text field
27. (Optional) **Add field** – button to add field with name and additional description

Person submitting application:

28. (Obligatory) Information about submitter
 - (Obligatory) **First name** - text field
 - (Obligatory) **Last name** - text field
 - (Obligatory) **Company** - text field
 - (Obligatory) **Position** - text field
 - (Obligatory) **Email Address** - text field
 - (Obligatory) **Confirmation of email address** - text field
 - (Obligatory) **Phone** - text field
 - (Optional) **Website** - text field
29. Answering two questions giving various additional consents
 - Consent to receive newsletter yes/no
30. Acceptance of the Rules and Regulations (checkbox)

**Schedule 2 to the Rules and Regulations of The Fourth Heart of Europe International TV
Festival & Forum**

Template of an application form - Juror's application form

1. (Obligatory) Juror - First Name and Last Name

o (Obligatory) Mr/Mrs.

o (Obligatory) Photo

o (Obligatory) Bio (text field, max 500-700 characters)

o (Obligatory) E-mail

o (Obligatory) Phone

o (Obligatory) Position

o (Obligatory) Company: text field- Abbreviation/full name in English/full name in original language

2.(Optional) Add Field - button to add field with name and additional description

3. Answer to two questions providing various additional consents

o Consent to send newsletter yes/no

I agree to receive from Telewizja Polska in liquidation, at the e-mail address provided by me, commercial information electronically in the form of a Newsletter.

o Consent to use the image yes/no

A member of the Jury/participant of agrees to use his/her statements and image recorded during The Fourth Heart of Europe International TV Festival & Forum (hereinafter referred to as the "Festival"), to use and dispose of them in an unlimited manner with regard to territory and period of time, in whole and in parts for the purposes of organization and promotion of the Festival, to promote the activities of Telewizja Polska S.A. in liquidation, its individual units or and third parties in the following fields of exploitation:

- a. recording and multiplication (including entering onto the computer or other device memory) - production of copies by any technique, including printing, reprography, magnetic recording, optical, analogue or digital technique; in any system or format; on any media, including audio or video, hardcopies or similar, photosensitive, magnetic, or optical carriers, disks, memory chips, computer media or other recording or memory carriers;
- b. any other means of dissemination, including:
 - i) any broadcast or re-broadcast, including by wired or wireless video or audio systems, over terrestrial stations, via satellite, on cable, telecommunications

or multimedia networks or other transmission systems (including simulcasting, webcasting); in unencrypted or encrypted form, in open or closed circuit; in any technique (including analog or digital), system or format, with or without recording functionality, including text, multimedia, Internet, telephone or telecommunications services;

- ii) publishing in such a way that members of the public may access it from any place and at any time, including by means of terrestrial broadcast, satellite, cable, telecommunication or multimedia networks, databases, servers or other devices or systems, including those of third parties, in open or closed circuit, in any technique, system or format, with or without recording, including the services specified in letter a).

- c. any public reproduction, display, performance, presentation.

This consent shall also pertain to the right to exercise subsidiary rights, including modifications, translations and audio descriptions.

4 Acceptance of the Rules and Regulations [checkbox]