

## How to submit media files for the 2018 SSMT awards

### **AUDIO ENTRIES:** Please send in mp3 (preferred) or wav format.

- 1) ONLINE TRANSFER: Send the file via **WeTransfer** ([www.wetransfer.com](http://www.wetransfer.com)) to [entries@sandfordawards.org.uk](mailto:entries@sandfordawards.org.uk)
- 2) BY POST: Send a labelled USB stick with the audio file(s) to the SSMT office address below.

### **VIDEO ENTRIES:** Please send us an HD video file (in the format described below) - or a URL (eg Vimeo/YouTube link) if your entry is viewable and downloadable online until at least June 2018.

**PLEASE DO NOT SEND links to rights-protected sites such as BBC iPlayer or ALL4 as these sites typically remove programmes after 30 days and our judges won't be able to access them when required.**

We accept all common HD video formats (mp4/mov etc). Bitrates should be between 3 and 4 Megabits/second. So a 50 minute programme in full HD will typically be just over 1Gb in size.

- 1) ONLINE TRANSFER: Files **under** 1.5GB in size should be sent via [wetransfer.com](http://wetransfer.com) to [entries@sandfordawards.org.uk](mailto:entries@sandfordawards.org.uk)
- 2) BY POST: Files **over** 1.5Gb in size should be sent on a USB stick to the address below. Please ensure the memory stick is labeled and that the file name match the name on your entry form.

If you have any queries, please contact

Sandford St Martin Awards,  
Room 202, Church House,  
Great Smith Street,  
London  
SW1P 3AZ

E-mail: [Entries@sandfordawards.org.uk](mailto:Entries@sandfordawards.org.uk)

Telephone: 0207 898 1796