

2018 ENTRY TERMS & CONDITIONS

The Entry Terms & Conditions below together with any relevant instructions appearing on the entry form comprise the terms on which entry into and judging of the Australian Commercial Radio Awards (the **ACRAs**) will be conducted.

IMPORTANT – Please read all of these Entry Terms & Conditions and the instructions on the relevant entry forms carefully as they may have changed since last year.

ELIGIBILITY

The ACRAs are produced by Commercial Radio Australia and are only open to:

- (i) Australian commercial radio stations that are members of Commercial Radio Australia
- (ii) relevant staff of those stations and
- (iii) third parties that produced a program(s) for Australian commercial radio broadcasters that were broadcast during the Eligible Period (see below).

Any commercial radio programs entered into the 2018 ACRAs must have been broadcast between 1 April 2017 and 31 March 2018 (**'Eligible Period'**) with the exception of the Best Station Sales Achievement, Best Agency Salesperson and Best Direct Salesperson categories.

Entries for the Best Station Sales Achievement, Best Agency Salesperson and Best Direct Salesperson categories will be judged on the calendar year 1 January 2017 to 31 December 2017.

Entries which do not meet all the eligibility criteria, or which otherwise breach these terms and conditions may be disqualified at Commercial Radio Australia's sole discretion at any time, prior to, during or after the ACRAs.

CATEGORIES OF AWARDS

Different categories of awards will be presented as part of the ACRAs including on-air awards and those for station management. Each of the categories of awards is described in detail on each of the entry forms. Please read these carefully to ensure that your entry is placed in the correct category.

In some cases, an award will be presented to Metropolitan, Provincial and Country or to Metropolitan and Non-metropolitan in a particular category. Please ensure that you select the relevant division where required and clearly identify the relevant station and its location. For the purposes of properly identifying your station, please include your official ACMA identity (e.g. 2SYD) as well as your On-Air I.D. (e.g. Nova 96.9).

When completing the entry form, use the names of individuals or teams exactly as they would appear on a finalist's certificate or winner's trophy – **PRINT CLEARLY** to ensure there are no mistakes – Commercial Radio Australia will not be responsible for incorrect spelling of names and will not reprint the trophy in the event of an error.

CLOSING DATE FOR ENTRIES

All Entries must be received at the offices of Commercial Radio Australia or lodged online by 11.59PM (AEST) on Friday 18 May 2018.

PERMISSION FOR USE OF ENTRIES

Please note that an entry (including a promotion or advertisement submitted for judging and any client testimonial) may be used by Commercial Radio Australia to promote the ACRAs, may be placed on Commercial Radio Australia websites (including publicly accessible websites) or otherwise

reproduced or communicated to the public and may be used by Commercial Radio Australia for its general purposes, including to promote and market commercial radio.

Commercial Radio Australia also intends to make an audio-visual recording of the ACRA awards ceremony, including entries showcased on the night and winners.

That audio-visual recording may be used or otherwise communicated to the public by Commercial Radio Australia either contemporaneously or at a later date. Without limitation, Commercial Radio Australia may make and distribute a DVD recording of the awards ceremony and upload the recording onto its website.

By entering the Annual Australian Commercial Radio Awards 2018, you grant Commercial Radio Australia a perpetual, non exclusive licence to include any material supplied by you or featuring you (including audio or audio visual content) in such a recording and to use that recording as described above.

By entering the competition, you warrant that you are able to and give Commercial Radio Australia and its agents and contractors a non exclusive, perpetual licence to use the entry as detailed above. If you do not own all copyright in, or there are other restrictions on your right to use, any material included in your entry it is your responsibility to obtain permission from all relevant third parties for Commercial Radio Australia to use the entry as described. This is a requirement of entry.

You indemnify Commercial Radio Australia against any breach of any warranty given by you under these terms and conditions.

WHO CAN SUBMIT AN ENTRY?

Unless otherwise indicated on the entry forms, all entries must be made on behalf of the commercial radio station on which the relevant program originated or for whom the relevant individual/team works. Further, unless otherwise indicated, entries will not be accepted for judging unless they are made with the authority of the relevant station.

Entries for the Best Syndicated Australian Program category can only be made by the company that produced the program.

By entering the competition you warrant that you have all necessary permissions, including from your station or company, to enter the awards.

FORMAT OF ENTRIES

The required format for all entries is described on the relevant entry forms. All entries must be made in accordance with those instructions including limits on the length of any audio programs that are submitted.

Audio entries should be exactly as broadcast and should match the criteria relating to that category. Any extra audio content should not be included unless it forms part of the relevant program (e.g. music beds under news bulletins). In that case, you should indicate this on the entry form to ensure your entry is not disadvantaged.

All entries are required on CD (except when entering online) and must be clearly labelled, packaged and accompanied by the right entry form, a fully completed Payment Form/Tax Invoice (including the signature of the relevant station manager) and the relevant payment.

All online entries are required to be completed in full and authorised by the relevant person in your network/company.

Entries will not be returned.

Commercial Radio Australia may reject incomplete, invalid, ineligible or late entries in its sole discretion. Commercial Radio Australia accepts no responsibility or liability for late, lost (including through technical malfunctions) or misdirected entries.

All entries are deemed to be received, at the time of receipt into the Commercial Radio Australia's database and not at time of transmission by the entrant.

Each audio piece must announce the name of the entrant and the station only at the start of the audio.

PRIZES

Commercial Radio Australia reserves the right at all times and in its absolute discretion to disqualify any entrants and/or to request the return of any prizes and/or to withdraw an announcement that a person has won an award or is a finalist in the ACRAs if he or she is found to be ineligible.

If a specified prize becomes unavailable, Commercial Radio Australia may substitute a replacement prize in its absolute discretion.

SUPPORTING DOCUMENTATION

If supporting documentation is required and not provided, the relevant entry or entries may not be considered for judging. Supporting documentation must be limited to one page (except where otherwise agreed with Commercial Radio Australia). Any extra documentation will not be submitted to the judges.

Please note that entrants are no longer required to submit Music Details Forms to support their entry.

To assist with photocopying for judging, do not staple or bind entries and please provide copies of any pamphlets or photos (not originals).

ENTRY FEE

The correct entry fee must accompany each entry. Payment is to be made by CREDIT CARD, CHEQUE or EFT as set out on the Entry Form/Tax Invoice. Please make cheques payable to COMMERCIAL RADIO AUSTRALIA LTD and indicate whether it is a station or individual payment as the station or individual paying the entry fee is the recipient of any trophies or certificates.

Entry fees will not be refundable in any circumstances.

JUDGING

All judging will be conducted in a series of rounds by a panel of suitably qualified professionals selected by Commercial Radio Australia from a wide cross-section of the commercial radio industry, advertising agencies, production houses and educational institutions.

Except where otherwise indicated, the judges will shortlist a number of entries as finalists for each award category. The overall winner or winners of that category will be selected from those finalists.

The decision of the judges will be final and no correspondence will be entered into. The judges reserve the right to select more than one winner for an award category or not to select any winner or finalists for a category if they feel the quality of the entries is inadequate.

ANNOUNCING WINNERS AND FINALISTS

All finalists in each award category will be announced prior to the 28th Annual Australian Commercial Radio Awards. All finalists will receive a certificate bearing their name, and where applicable title of the entry, station and network.

All winners in each award category will be announced at the 28th Annual Australian Commercial Radio Awards. All winners will receive a ACRA's trophy bearing their name, and where applicable title of the entry, station and network.

YOUR LEGAL ACKNOWLEDGEMENT

You acknowledge in entering the ACRA's that you have read, understood and agree to be legally bound by these terms and conditions.

You agree to indemnify Commercial Radio Australia for any loss or damage it may suffer arising directly or indirectly from your entry in the ACRA's.

You acknowledge that Commercial Radio Australia is not liable to you or any third party for any claims, loss or damage (whether foreseeable or not) arising out of or in connection with the ACRA's, whether caused by the negligence of Commercial Radio Australia or not.

GENERAL

Commercial Radio Australia may extend any deadline or time limit, terminate the awards or vary the terms of entry at any time and for any reason in its sole discretion. In the event of termination, Commercial Radio Australia may elect not to award any prize or award. It is a condition of entering the awards that you agree that you do not have any right to require the ACRA's to be conducted or conducted in any particular manner (including as described in these terms and conditions).

If, for any reason, the ACRA's are not capable of operating as planned, including infection by computer viruses, tampering, unauthorised intervention, fraud or any other causes beyond the control of Commercial Radio Australia which corrupts or affects the administration, security, fairness, or proper conduct of the ACRA's, then Commercial Radio Australia reserves the right, at its sole discretion, to cancel, terminate, modify or suspend the ACRA's.

FURTHER QUESTIONS

If you have any questions, please e-mail the Events Team at Commercial Radio Australia on events@commercialradio.com.au or call (02) 9281 6577.

Entry forms for the 30th Annual Australian Commercial Radio Awards are also available via the ACRA website: www.acras.com.au