



# UK WOMEN WRITERS TO LOS ANGELES - APPLICATION FORM




**Application Deadline: February 22, 2019**

**Exchange Dates: June 16-21, 2019**

*Before completing the Application Form, please be sure to read the Brochure, the Application Form, with Important Information section, and the Terms and Conditions as they provide the requirements on criteria and terms.*

## APPLICANT DETAILS (Section 1 of 4)

*NOTE: It is important that we have your details correct for our records, so we can confirm your application and update you during the selection process and with materials for the Exchange schedule and logistics. See Terms & Conditions for the MediaXchange Data Protection notice.*

<b>First Name:</b>	<b>Surname:</b>
<b>Phone:</b>	<b>Mobile:</b> <b>Home:</b>
<b>Email:</b>	<b>Email 2:</b>
<b>Assistant Name:</b>	<b>Assistant Email:</b>
<b>Address:</b>	<b>Your Facebook/LinkedIn/Twitter:</b>  <b>Follow MediaXchange on:</b>   
<b>Number of years in the industry:</b>	
<b>Please provide here a brief highlight of your credits (TV / FILM / DIGITAL / STREAMING).</b> Include your most recent credits (no more than 5 drama credits total) plus the production company and TV channel/platform for each credit. <i>e.g. TV: Writer, 3 episodes – RIVER CITY (BBC), 2009, 2011. Digital: Writer 1 episode RIPPER STREET Season 3 (Amazon), Script Editor CLASS (BBC III). FILM: In Development – ATTILA'S BRIDE (High Spoon Productions)</i>	
<b>Let us know examples of any professional qualifications and training courses focusing on writing, directing or production (please include year):</b> <i>e.g. NFTS Masters (2002), BBC WritersRoom (2007), Creative Skillset's TV Writers Development Fund (2016)</i>	
<b>Materials required as attachments to the application form:</b> <ul style="list-style-type: none"><li>- BIOGRAPHY (approx. 1/2 page in narrative form for our review in the selection process. If your application is selected this will be circulated to those you will be meeting.)</li><li>- YOUR DESCRIPTION OF YOUR REASONS FOR APPLYING, AMBITIONS AND AIMS (approx. 1/2 page in narrative form)</li><li>- FULL CV</li></ul>	
<b><i>Continue to next page for Section 2: Applicant Agreement, Fee and Payment</i></b>	

**MediaXchange Limited**

1 Noel Street

London W1F 8GA

Tel: +44 207 734 2310



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## APPLICANT AGREEMENT AND PAYMENT OF FEE (Section 2 of 4)

**Exchange Fee: US\$ 7,950 – please indicate payee below:**

The Exchange Fee will be paid by:

- The Applicant
- The Applicant's Sponsor/Sponsoring Company.

The Applicant will be responsible for providing the Sponsor/Sponsoring Company with a copy of the full Application Packet.

Please confirm the details of the contact to whom MediaXchange should make out the invoice if different to the Applicant's contact details.

<b>Name:</b>
<b>Title:</b>
<b>Company:</b>
<b>Address:</b>
<b>Tel:</b>
<b>Email:</b>
<b>*Signature:</b>

### Payment of the full Fee of US\$ 7,950 to be made by direct bank wire transfer on receipt of MediaXchange's invoice

You will receive an invoice containing the bank details to complete the transfer. Details of any VAT applicable will be included on the invoice. Please provide your VAT number below.

<b>VAT Number:</b>	
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## PAYMENT TERMS

**Payment of the Full Fee must be made on receipt of MediaXchange's invoice as follows:**

Payment of the fee confirming you will be taking your place in the Exchange must be made by direct bank wire transfer within 10 working days of the date of MediaXchange's invoice.

Any payments made by credit card will incur an unavoidable, additional 5% extra service charge to cover the cost of the credit card transaction. In order to comply with financial data regulations, a MediaXchange representative will arrange to call you to request the credit card information and process the payment of the deposit; we will not keep any record of your credit card information after this transaction is processed.

Once the date 12 calendar weeks prior to the start date of an Exchange has been reached, payment of the total Exchange fee, or settlement of any remaining balance of the fee, must be made in full immediately by direct bank wire transfer to the MediaXchange account details listed in the invoice.

**Late payment:** Under the late payment commercial debts (Interest) Act 1998, we are entitled to charge interest on late payments at a rate of equivalent to 8% above the Bank of England base rate from the date our terms elapse.

If full payment (or proof of wire transfer) is not received 12 calendar weeks prior to the start of the Exchange then either your credit card will be charged for the outstanding amount, plus a 5% charge to cover the cost of the credit card transaction, or you will be notified that payment must be made immediately in order to avoid cancellation of your participation in the Exchange.

Please refer to the separate documents: [MediaXchange's Terms and Conditions](#), Brochure and Application Form for this Exchange to confirm full details of what your fee will include.

## APPLICANT AGREEMENT

Please forward your completed, signed documents including the three written references, to us via email at [london@mediaxchange.com](mailto:london@mediaxchange.com), as well as a hard copy by mail to MediaXchange, 1 Noel Street, London W1F 8GA. Safe receipt of your application will be acknowledged within 2 working days. If you have not received this acknowledgement within this time, please resubmit your email and call MediaXchange's London office on +44 207 734 2310 to confirm safe receipt.

### Application Deadlines:

Your application must reach us before end of Friday, February 22<sup>nd</sup> 2019 and include all the documentation and information required by the Application Packet. If you do not hear from us by Friday, April 19<sup>th</sup> 2019, we regret that your application has not been selected for this year, but we hope you will reapply for a future Exchange.

We would like to keep you advised about MediaXchange's future calendar of events. By ticking this box, you actively consent to MediaXchange keeping you informed about our future calendar of events, by phone, email and post.

**\*SIGNATURE:**

**DATE:**

**\*Your signature of this Application Form** indicates your understanding and acceptance of the Exchange terms included in the Application Packet, i.e. the Application Form, the Brochure and [MediaXchange's Standard Terms and Conditions](#).

**Continue to Section 3 for Important Information for Applicants and Referees**

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## IMPORTANT INFORMATION FOR APPLICANTS AND REFEREES (Section 3 of 4)

### The Exchange will provide selected applicants with the following:

- ↔ an advanced level of professionalism to be gained from the comparison and examination of show and development practices
- ↔ the sharing of knowledge through direct access to successful US writers, producers, directors and executives
- ↔ enabling participants to have greater insight into the US creative process
- ↔ exposure to international drama coproducers currently represented or based in LA
- ↔ provide different models of essential creative and collaborative skills
- ↔ sourcing of potential development and production opportunities
- ↔ informing participants on how to take their place with confidence within a show's creative team.

### Consideration of applicants for the Exchange is based on the following criteria:

Applicants will provide three written references.

- ✓ each reference should relate directly to the candidate's suitability for the Exchange
- ✓ references must be from those currently working in the UK drama writing, development, producing, commissioning, directing sectors of the industry and provide each referee's contact details, current role, show or company
- ✓ one referee must take on the role of nominating the applicant and confirm the applicant's suitability for the Exchange with the other two referees supporting the application and providing their knowledge of the applicant's experience
- ✓ a reference from a current, international, TV Drama industry professional would also be acceptable as one of the two supporting references

### The Exchange is open to UK applicants who are in compliance with the following:

- a) have a permanent UK address
- b) have the right to work in the UK
- c) are regularly working in the UK as a freelancer or in permanent employment
- d) intend to use the training and new skills acquired within the UK TV industry

### Applicant's credits and experience:

This is not an entry level programme. It is for writers who have already achieved a certain level of experience and are seeking to advance their professional skills, understanding and profile. Applicants will, therefore:

- ✓ need to show substantial writing experience in scripted drama (writing credits on a minimum of at least one, produced, episode script within a drama series that has been aired on a main TV channel or streaming platform)
- ✓ This includes writers 'in waiting', as in those whose writing has been noticed by one or more drama mentors or peers, specifically writers who have already or recently been working on writing episodes across a range of series and who wish to be considered as having the potential for stepping up to the next level.
- ✓ have been working in the UK TV industry for no less than 3 years.

However, writers who have a significant track record in different mediums such as theatre, radio, books and journalism, will be considered subject to at least one of their references being from a TV industry referee supporting their expected capability of working in the TV drama genre and the two other referees supporting their writing/directing experience. These writers must recognize that the Exchange will assume a working knowledge of the practices for TV series which may require the applicant to do additional preparation or work experience in their own time in advance of the Exchange.

In line with the above criteria, MediaXchange encourages the following to apply.

- ✓ candidates from across the UK including all Regions and Nations
- ✓ candidates from under-represented groups particularly those from BAME (Black, Asian or minority Ethnic)
- ✓ those with a disability

**Finally, applicants for this Exchange should be open, as well as confident enough, to re-examine and readdress their own creative process in light of the range of practices to be presented by the professionals they will be meeting in Los Angeles.**

***Continue to Section 4: Referees***

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<b>THREE REFERENCES (Section 4 of 4)</b>	
Please collect written references from each of your 3 referees, including the TV Drama industry professional who first referred you to, or will be your nominating referee for, the Exchange. Forward, with your application, to MediaXchange at <a href="mailto:london@mediaxchange.com">london@mediaxchange.com</a> by the deadline date detailed in the signature section of this form.	
Name of the <b>TV drama</b> industry professional who will be your nominating referee for the Exchange:	Job Title:
Company name:	Email:
Phone:	Assistant email:

<b>SECOND OF YOUR THREE TV INDUSTRY REFEREES</b>	
First Name:	Surname:
Company:	Title:
Phone:	Email:
Address:	
Assistant Email:	Assistant Phone:

<b>THIRD OF YOUR THREE TV INDUSTRY REFEREES</b>	
First Name:	Surname:
Company:	Title:
Phone:	Email:
Address:	
Assistant Email:	Assistant Phone:

<b>AGENT REPRESENTATION (IF ANY)</b>	<b>MEMBERSHIPS (IF ANY)</b>
<i>Please provide below the name and title of your agent, their company name, phone, email and address</i>	<i>Are you member of a guild or association? If so please let us know which, e.g. Writers Guild UK, WGA West, Directors Guild UK, BAFTA, PACT or other organization</i>

Projects\P18043 UK Women Writers to LA\Participants\Application Template\Nov 2018

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