



DCP ENCODING AT THE CMI



INTRODUCTION

The CMI, comprising Filmhouse and the Edinburgh International Film Festival, offers a DCP encoding service at competitive rates. Our DCPs, which we create using a Rohde & Schwarz DVS Clipster, are fully compliant with the current DCI specifications. We operate to high standards of quality at all stages of the technical workflow, and will be happy to discuss your requirements.



CONDITIONS AND GUIDELINES FOR DCP ENCODING

We can do DCP encoding work quickly in most cases, and will agree to your proposed timescale whenever possible. Our ability to accept work in a particular time-frame is contingent on several factors, including prior bookings, availability of Filmhouse technical staff time, etc. Very urgent turnarounds may be possible by arrangement, but can carry an additional charge. We cannot undertake DCP encoding work during May and June, as our Clipster facility will be in use throughout that time to service the Edinburgh International Film Festival.



COPYRIGHT

The CMI cannot accept liability for any alleged copyright infringement associated with our work to encode your content to DCP. It is your responsibility to establish your right to duplicate content at our facility. Before we proceed with any work, you must sign and return the legally binding letter of indemnity we provide, in which you will take full responsibility in the event that anyone brings any copyright claim relating to technical work done at the CMI, or relating to any and all use you make of the DCP after we deliver it to you.



SOURCE MATERIALS

It is your responsibility to ensure that source materials reach us in good time. If we receive source materials late, then we cannot guarantee delivery of a finished DCP by your deadline. Some source formats will require the short-term hire of additional equipment (e.g. an HD-Cam-SR deck or similar), or preliminary work at one of our third party technical services providers, in order to ingest the raw content onto our Clipster machine. Other source formats (e.g. ProRes files, .tif image sequence) require neither ancillary equipment nor preliminary technical work, and will therefore not entail any extra costs.



FRAME-RATE GUIDELINES

Please maintain your original frame rate. Do not make frame rate conversions (e.g. 29.97 to 24), as converting frame-rate will compromise image quality. The current DCI spec (SMPTE2) allows for various frame-rates other than 24fps (including 25fps, 30fps), and we can create DCPs at any of the acceptable frame-rates.



ENCRYPTION AND KDMs

We can produce DCPs either with or without encryption. If you ask us to produce an encrypted DCP, then we will supply one master DKDM at no extra charge. We will then charge a fee of £30 for each additional DKDM you require. We will not undertake to produce individual KDMs for specific cinema bookings. You can use the DKDM to produce your own individual KDMs using a system such as SDC's MEL interface (www.sohodigitalcinema.com/index.php?id=22&s=3). We will help troubleshoot any issues with DKDM functionality, but we are not able to troubleshoot any problems with individual KDMs you create elsewhere. DKDMs are guaranteed to work under the current DCI specification, only.



IN-HOUSE QC

Before delivering it to you, we will QC your new DCP on our own DoReMi cinema server. If you wish to hire one of our cinemas to see your new DCP projected, then we can offer favourable hire rates. This screen hire will be charged over and above the basic applicable rate for the DCP encoding work.



GUARANTEES

The DCPs we create will be of the highest quality and will meet current industry standards (SMPTE2), so you should not have any problems with playback on any reputable DCI-compliant brand of cinema server and projector, provided that the firmware and software for both the projector and the server are up to date. We cannot be held responsible for any issues that arise from alterations you or any external party make to the DCP folder itself, or for any issues with duplicate DCPs made by yourself or any other party.



WINDOW OF OPPORTUNITY FOR FAULT RESOLUTION

We offer limited after-care. From the date you receive your finished DCP, you have a period of six (6) weeks to report any quality or playback issues. If you report a fault within that period, we will endeavour to diagnose the issue. If the problem arose as a result of our own work (rather than being inherent in the source materials you initially delivered, or caused by local equipment issues at another cinema), then we will try to rectify the issue to the best of our ability. We cannot address any technical issues reported after the six-week feedback window. Additionally, we cannot guarantee that every cinema in the world is using properly calibrated equipment, with fully up to date firmware and software versions, and we cannot help you solve any issues that arise at specific cinema sites as a result of their hardware or software limitations, or other local faults. Furthermore, we offer no guarantee or support for quality or playback of duplicates of the DCP created by the customer or by any third party.



RATES

STANDARD RATE: £12.50 per minute

PARTNER RATE: £10.50 per minute

SPECIAL RATE: Reductions may be available for bulk jobs, by arrangement.



OUR DCP ENCODING RATES ARE:

Charged per minute of running time.

Exclusive of materials costs (i.e. new hard drive to return finished content).

Exclusive of additional technical process costs (e.g. hire of tape deck).

Exclusive of all shipping costs.



ADDITIONALLY, PLEASE NOTE THAT:

Running time is always rounded UP to the nearest minute.

A fifteen minute minimum charge applies for all jobs.

We'll establish and agree any additional costs before commencing work.

We'll pass on all additional costs by adding them to the main invoice.



THE PARTNER RATE IS AVAILABLE TO ANYONE MEETING THE FOLLOWING CRITERIA:

Filmmakers or film companies based in Scotland.

Not-for-profit or charitable organisations.

Anyone supplying a film for playback in the public programme at Filmhouse or EIFF (in which case the partner rate is available for the programmed film, only).

Current members of the Filmhouse Corporate Membership scheme.





COSTS

All costs and fees listed are exclusive of VAT.

All rates and costs are subject to review.



OTHER ANCILLARY COSTS:

The following costs are not included in our DCP encoding rates:

Purchase of blank hard drive(s) for delivery of finished DCP.

Purchase of peli case(s) for shipping of finished DCP on hard drives.

Inward shipping and return of source materials.

Onward shipping of finished DCPs.

Any cost for additional technical processes that need to be handled by third party suppliers in order to facilitate DCP creation.

You can buy blank hard drives or peli cases from us, if you wish. We will not arrange or pay for any inward shipping of source materials. We can, if you wish, arrange for the onward shipping of the source materials or the finished DCP, and we will then invoice you for the full cost of shipping plus a £30 admin surcharge to cover our work for arranging the shipment. Alternatively, you can make your own arrangements to have the source materials and finished DCP collected from us, at your cost.



HANDLING AND DELIVERY OF FINISHED DCPS

Our basic DCP encoding rates allow for delivery of one copy of the DCP in the first instance, on an EXT3 formatted USB hard drive or USB stick.

If you require a larger number of DCPs at the point of delivery, then these will incur an additional fee of £75 per extra DCP (not including any additional drive purchase).

Unless you ask us to destroy it, we will retain a master copy of the DCP in our secure storage system for up to one year, at no extra cost.

We will generally delete any digital source files within a reasonable time of delivering the finished DCP to you.

Our storage system is based on LTO-6 technology.

If you need to access the DCP again in future, then we will charge a flat fee of £75 to access each new copy.

If an old DCP needs to be re-wrapped in order to meet a newer version of the DCI specifications, then we will charge a re-wrapping fee on a per minute basis at 50% of the applicable DCP encoding rate.

We cannot guarantee that we can retain the DCP permanently, and unless you make a special arrangement with us, we retain the right to delete all finished DCPs from our archive after one without warning or consultation.

Please make your own arrangements for long term storage of your DCP and other materials.



For more information on
CMI Digital Cinema Services please call
0131 228 4051 or email **dcs@cmi-scotland.co.uk**

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