

ZIMBABWE MUSIC AWARDS (ZIMA) RULE BOOK

GENERAL TERMS & CONDITIONS

2024

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1. INTRODUCTION

The Zimbabwe Music Awards (ZIMA) exist to honour and celebrate groups and people that have succeeded in the appropriate entrance or qualifying period in the Zimbabwean music and recording industry. ZIMA is the organiser and host of the Zimbabwe Music Awards.

2. SEQUENCE OF KEY EVENTS IN THE AWARDS PROCESS

1) The Zimbabwe Music Awards will open for entries on 1st January 2024, and end on 28th February 2023, with public announcements made through different media outlets, including the ZIMA website.

2) Record labels and/or individual artists must submit Entries in line with the Zimbabwe Music Awards' official regulations.

3) Entries are next assessed for conformity with ZIMA Rules for eligibility and submission in the right prize categories. This screening procedure, known as vetting, is carried out by Vetting Committee members who are monitored by approved ZIMA officials.

4) No artistic or technical judgments are made during vetting and all ineligible entries that do not comply with the ZIMA Rules are disqualified subject to informing the relevant entrants and providing them with reasons. Entries that are found to be in the incorrect

categories do not get disqualified but the Vetting Committee may move them to more appropriate places in consultation with the entrants, who shall have the final say on the location of their entries.



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5) With the exception of the Song of the Year public poll, most ZIMA categories will be judged by a panel of judges. Every year, the makeup of the judging panel is revised. Taking into consideration their degree of competence in the pertinent areas as well as their overall understanding of the music business, members of the Supervisory Committee confirm them.

6) The judges use a computerised judging system to adjudicate eligible ZIMA entries while adhering to predetermined rules and utilising the evaluation criteria for each category. The weighting criteria for each category have been designed in the ZIMA computerised judging system such that the judges are not aware of them. Members of various Steering Committees pre-select the weighting criteria, which helps to decide the final ranking of the judges' choice in each category.

7) Independent auditors compile the judgements returned by judges into auditable sets in the interest of System and Process Integrity. The auditors compile the results, generating a maximum of five (5) nominees per category, and they verify that the judges' decisions complied with all applicable regulations for each category.

8) The winners are revealed during the Awards Ceremony after the nominations for all categories have been tallied.

B. HOW TO ENTER

Forms are provided by ZIMA to participants, who must fill them out and submit them electronically or physically at designated receiving centres. Following completion of the entries, the following items must be delivered to the ZIMA office by the competition's declared closing date; otherwise, the entry will be invalidated.

1) The prescribed number of copies of the entered album or DVD, in the specified format is **1x Original plus 1 Copy of CD/ CDR/DVD are required at Submission by 28 February 2024 For Online Submission, a high quality Video clip, Audio Clip or Link.**

2) Requests for a declaration of all licensed recordings included in submissions may be requested.

3) A collaborative artist who is not on the entrant's record label must give written consent in the Best Collaboration category. Anyone with the artist's permission may send a letter on the artist's behalf with the artist's consent letter from management. There is no need to submit a consent letter if both artists are signed to the same record company.



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4) The required publicity materials for groups or individuals that entered the ZIMAs.

NB. Those who are unable to enter online can visit the ZIMA offices in Harare & Bulawayo for assistance for physical Submission.

1. GENERAL RULES

A. ELIGIBILITY FOR ENTRY

1. Entries are open to Zimbabwe Musicians Union (ZMU) members and non- members alike. Entries are open in respect of any qualifying groups or individuals being a person who:

1.1 possesses Zimbabwean citizenship or has had permanent resident status granted to them for a minimum of six (6) months previous to the date of admission; and

1.2 is a Zimbabwean company that owns or has control of the entry's master recording and copyright.

1.3 when forming a pair or group, at least fifty percent (51%) of the members must meet the requirements for citizenship or permanent residency outlined in Clause 1.1 above.

1.4 is a Zimbabwean living abroad as a Diaspora, whose music has achieved notable success or is well-known worldwide.

2) ZIMA retains the right to request written or recorded evidence that all groups or persons meet the requirements outlined in paragraph 1.1 above. Among the papers that may be required are the following: a) Zimbabwean identity document. b) A permit for permanent residence.

3) The submission of partnerships between eligible Zimbabwean groups or persons and their overseas counterparts is permitted, unless the category specifically prohibits it, provided that the contribution of the Zimbabwean organisations or individuals is given equal respect.

4) The entry period for the Zimbabwe Music Awards 2024 is as follows:



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4.1 The entry period, which runs from January 1st to December 31st, 2023, is when all recordings (singles and albums) submitted for ZIMA 2024 must have been first made available for purchase commercially in Zimbabwe ("the entry period").

4.2 All music videos submitted for ZIMA 2024 in the category "Music Video of the Year" must have been broadcast on television or made available online between January 1, 2023, and December 31, 2023 (referred to as "the entry period").

4.3 All songs that have been shortlisted for ZIMA 2024 in the Song of the Year category will be judged based on total airplay from January 1, 2023, through December 31, 2023 (referred to as "the qualifying period"). Both the quantity of plays produced and the effects or audience reach attained during the qualifying period will be taken into account by the independent auditors in their methodology for selecting the shortlist.

5. Awards are given out for album submissions unless otherwise specified. A commercially accessible Release in any presently used and recognised format is referred to as an album, provided that:

5.1 It must have at least two (2) tracks of performances that have never been published before.

B. BROADCAST AND EXPLOITATION RIGHTS

1. Any participant and each group or person named as a finalist (referred to as "the candidate") in any category warrants to ZIMA the following in order to produce the awards ceremony:

1.1 The right to use each nominee's or winner's photo, name, likeness, image, bio, and recorded performance from each awards ceremony for marketing, advertising, filming, broadcast, digital streaming, and/or other types of digital exploitation (including social media) and commercial exploitation of the awards, including the creation of an audiovisual product that can be purchased.

1.2 The right to use the sound recordings, in whole or in part, included in the album or single submitted for consideration for the awards for marketing, advertising, filmmaking, broadcasting, digital streaming, and/or other digital forms of exploitation (including social media).

1.3 The right to a maximum of one song and an accompanying video per sound recording submitted for the competition, for possible inclusion onto a commercial release in any format, to be manufactured and/or distributed for sale through any means. Copyright remains with the musician.



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2. It is therefore a condition of entry that all entrants, Group or Individuals agree that by entering/being entered into the ZIMAs, they grant ZIMA the rights set out above and any other rights ancillary thereto and can sign a release form wherever possible.

C. ENTRY FEES

There are **NO** fees payable in order to enter the Zimbabwe Music awards (ZIMA 2024). This position remains in force until further Notice.

D. GENERAL

1. All entrants, nominees and winners hereby waive any claim of whatsoever nature, which they may have against the sponsors and/or ZIMA arising out of or in connection with their participation in this competition.
2. ZIMA shall not be liable to any participant for any reason whatsoever, whether in contract or derelict or otherwise arising out of, or in connection with Zimbabwe Music Awards 2024. The entrant hereby fully and effectually indemnifies the sponsors, ZIMA, and their successors.
3. Assigns, licensees and each of their officers, managers, directors, employees and agents and holds them harmless from and against any and all claims, liabilities, judgments, losses, damages, costs and expenses (including reasonable legal expenses) directly or indirectly due to any breach of these rules by the entrant. This indemnity shall survive the completion of the Awards.
4. By submitting a fully completed entry for ZIMA 2024 the entrant agrees to abide by the ZIMA Rules as stated in this document.
5. All decisions with respect to the acceptance of any entry and the eligibility of entries are made by ZIMA and shall be final and binding upon all entrants. In the event of any dispute, ZIMA's decision shall be final and binding on the entrant, nominee or winner; and no correspondence will be entered into.
6. All materials submitted become the property of ZIMA and will not be returned to the entrant. ZIMA shall not be responsible for late, lost, damaged, misdirected, stolen or misappropriated entries.
7. ZIMA may, without the entrant's, nominee's or winner's further consent, use their name, likeness, biographical details and photographs owned or controlled by the entrant ("contribution materials") without charge in exploiting, advertising and publicising the competition in all media and formats throughout the universe.



8. The entrant hereby represents, warrants and undertakes to ZIMA that the entrant is entitled to enter the competition and has full power and authority to grant rights herein expressed to be granted.
9. The entrant shall not, without the prior written consent of ZIMA (except as required by law) at any time hereafter, either personally or by means of press or publicity or advertising agents or agencies, divulge or disclose any information of any nature or kind relating to the development or production of the competition to any person, relating to any matter arising hereunder or to the general affairs of ZIMA, coming within the entrant's knowledge by reason of this competition or otherwise, howsoever.
10. Notwithstanding and irrespective of any advertisement or announcement which may have been or may hereafter be published, ZIMA shall not be liable to the entrant for, or in respect of, any loss of publicity, advertisement, reputation or the like due to the entrant's non-appearance in the competition and/or ZIMA's failure to produce, advertise, promote or exploit the competition and nothing contained herein shall be construed so as to impose upon ZIMA any obligation to make use of the services of the entrant, or to permit the entrant to play any part in the making of the competition, or to produce, advertise, promote (or to continue the production, advertising, promotion or exploitation) of the competition.
11. Once submitted, the entrant may choose to withdraw an entry but that request to withdraw an entry must be made in writing and received by ZIMA no later than 7 days after the closing date of the entry period.
12. ZIMA reserves the right to withdraw a nomination or an award from any entrant, nominee or winner who in ZIMA's sole discretion, has brought the Zimbabwean Music Awards into disrepute.

3. CATEGORY RULES AND REGULATIONS

3.1 TOP 5 AWARDS CATEGORY

These categories are not open for entry.

Further details regarding these categories are available on www.zimmusicawards.co.zw. The Commercial Release & Sales period for the ZIMA 2024 Entries will be from 01 January 2022 to 31 December 2023 irrespective of the year of first release and/or first publication of the release in any format. Entries will open on the 1st of January 2024 and close on the 14th of February 2024. The awards in this category will be presented for selling the most number of units during the sales period, as defined below. It is not open to entrants or artists who are, or whose work is owned/controlled by any sponsors of the Zimbabwe Music Awards, nor for entrants who are music distributors/retailers/wholesalers; or digital or mobile music retailers/wholesalers/distributors.



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Best Female Artist of the Year- The award will go to the solo female recording artist whose submission is an album that, in the judges' judgement, is superior to every other album by a solo female artist submitted into the Zimbabwe Music Awards by virtue of its excellence, regardless of its genre.

Best Male Artist of the Year- The award will be given to the solo male recording artist whose submission is an album that, in the judges' judgement, is superior to every other album by a solo male artist submitted into the Zimbabwe Music Awards by virtue of its excellence, regardless of its genre.

Best Group or Duo of the Year- The Zimbabwe Music Awards will present the prize to the duo or group recording collectively as an artist whose entry is an album that, in the judges' judgement, is superior than every other album submitted by a duo or group due to its excellence and regardless of its genre.

Best Newcomer of the year- The winner will be the artist or group whose first album served as their submission, and whose debut album, in the judges' judgement, outperformed every other debut album submitted by a newcomer to the Zimbabwe Music Awards in terms of quality, regardless of genre. The prominent member(s) of a group releasing a debut album must not have previously received artist royalties from full album sales. A famous member of a group cannot have been an artist in this scenario.

Best Album of the Year- The album whose submission is the finest in terms of arrangement, choreography, engineering, and graphic presentation will win the award. To be eligible for this category, an album must have been released. Entry forms must be completed and signed by a director and/or the financial director on behalf of the entrant, and they must specify net unit sales during the sales period, including Digital Premium Sales or their equivalent, units purchased of which invoices can be produced for units sold at the same price as what is available to retailers, and units purchased of which invoices can be produced for Digital Premium Sales. A complete reconciliation of all units sold and returned for physical carriers should be provided on the entry form, and free stock in place of a concession may be used.

3.2 GENRE AWARDS CATEGORY & BRIEF GENRE DESCRIPTION

Entrants should note that judges will only consider the tracks performed and/or composed and/or produced by the artists and/or DJ in question when adjudicating the albums

Zimdancehall- This is for artists who perform the deep lyrical tunes which are also referred to as a derivative of Reggae music, including Ragga, Dub and Reggae among others.

Sungura- This genre started as a sub-genre of Rhumba music resulting from a fusion of banga, rhumba, soukos, kwela and some Zimbabwean indigenous genres. It is fast

paced and was pioneered in the 1980's. It is for Artists who perform well according to set criterion for the adjudication process

HipHop- This is for artists and/or DJs who compose, produce, and/or perform music forms identifiable to the Hip-Hop subculture; including Rap and all other subgenres. All entered albums should meet the vocal performance quota of 70% of the tracks on them. Licensed tracks that are not composed, produced and/or performed by the artist or DJ entered should not form more than 30% of the album. A declaration indicating the licensed tracks on the album should be submitted when entering...

Afro Pop / Afro Fusion - This category is for artists who perform Pop music. This is sometimes referred to as Afro Fusion

Contemporary Gospel - This is for artists who perform contemporary faith based music influenced by contemporary music styles. Musically, it follows the trends in secular contemporary music. There are no language exclusions in this category.

Traditional Gospel - This is for artists who perform traditional/roots music and may include folk music from the various language groups of Zimbabwe. This category is also for artists who perform music that is mainly dominated by vocal rendition, which may be accompanied by clap and tap, feet stomping and other genre-specific percussive sounds such as woodblocks, cowbells, traditional wind instruments and traditional drums. Guitars, keyboards, and other rhythm section instruments usually used for chord progression are generally excluded from this genre.

RnB & Soul - This is for artists who perform R&B and/or Soul music. There are no language exclusions for this category

Jazz - Jazz from a Zimbabwean definition refers to a music genre that combines African rhythms, melodies and instruments with Western harmonies, instruments and improvisation techniques. It was heavily influenced by American Jazz and took shape in the early 20th Century. Zimbabwean Jazz often incorporates traditional instruments such as the mbira and marimba, and is known for its energetic and upbeat sound.

Dance - House / Amapiano / Kwaito / EDM - This is for artists and/or DJ's who perform and/or compose and/or produce Dance music where the artist and/or DJ in question performs and/or composes and/or produces the songs of the albums. It includes HOUSE / KWAITO/AMAPIANO/EDM for Artists who perform the Kwaito repertoire and all its subgenres such as Amapiano, New Age Kwaito etc. Albums entered into this category that contain licensed tracks not performed and/or composed and/or produced by the artist and/or DJ will be considered on the basis that such licensed tracks do not form more than 30% of the repertoire on the album. A declaration indicating the licensed tracks on the album should be submitted when entering. Subgenres that qualify to be considered in this category are Afro Electronic, Electronic Dance Music and House Music

Tshibilika - This is for artists who perform either contemporary or traditional versions of Tshibilika music.



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Traditional Folk (Chinyakare/Chimurenga)- This is for artists who perform traditional music influenced by traditional music styles with identifying characteristics such as 'call-and-response' singing. There are no language exclusions in this category except for the geolocation guide.

Traditional Folk (Ezomdabu/Imbube)- This is for artists who perform traditional music influenced by traditional music styles with identifying characteristics such as 'call-and-response' singing. There are no language exclusions in this category except for the geolocation guide.

Best Alternative - This is for artists who perform music that is generally considered to be alternative to the mainstream music genres. There are no language exclusions for this category.

3.3 SPECIAL AWARDS CATEGORY

Lifetime Achievement Award- Alternatively called The Chairman's Award. Public nominees may submit their names for the Adjudicators' review; they will then submit their recommendations to the Chairman for deliberation and ultimate approval. The honorees are chosen by ZIMA based on a predetermined set of factors, such as the length of time spent as a recording artist or producer and the contributions made to the growth and improvement of the Zimbabwean music business, among others.

Best Diaspora Artist- The nominations of artists are asked for review. Judges make decisions based on predetermined criteria, which may include—but is not limited to—the release of records, a tour itinerary, recognition in the music business through award decorations, and a thriving media presence, all occurring within a certain qualifying time. The artists must have established residence outside of Zimbabwe for an extended period of time.

Best Collaboration- The contributing artist's written affirmation, whether local, regional, or worldwide, is the only need after nomination. This category, which is for a single track, does not require an album release. The winner will be the artist(s) or group(s) that submitted the first commercially released single track they worked on together (s).

An international artist(s) /group(s) may be part of this collaboration provided that the creative contribution of the Zimbabwean artist(s) / group(s)/ producer(s) is considered by the judges, in their complete discretion, to constitute a substantial qualitative part of the overall recorded performance.

Approval must be granted in writing at entry (Release Form) by the collaborating artists(s) should they not be signed to the entrant (record company).

3.4 TECHNICAL AWARDS CATEGORY

Best Music Video- An album release is not necessary for this category because it is for the submission of music video singles. The director of the music video will receive one award, while the performing artist who has star billing on the song will receive the other. However, the director will receive the monetary prize.

Best Videographer-

The creator of the audio-visual concept and subsequent production that was best made and/or sold the most units will receive this honour.

Best Producer-

This submission is for a producer who produced original contributions to an album that was accepted for the ZIMAs by an artist that is qualified to enter. The award is given to each and every producer who entered the category when an album has contributions from several producers, however it is based on how much each producer contributed to the record overall.

3.5 PUBLIC VOTE CATEGORY Song of the Year (SOY)

An album release is not necessary, and entry is not open. The public vote will choose the winner. At the Nominees Reveal or at ZIMA's discretion, more information will be disclosed. Application of minimum score. For the work of a single or numerous artists, the artist will only get one prize. The winner will be the artist whose song, regardless of genre, the judges believe is the best song submitted for ZIMA 2024. * According to ZIMA Terms & Conditions, at least 10% of the final score must be obtained from ZIMA Platforms.

3.6 PUBLIC VOTE CATEGORY Peoples Choice

An album release is not necessary, and entry is not open. The public vote will choose the winner. At the Nominees Reveal or at ZIMA's discretion, more information will be disclosed. Application of minimum score. For the work of a single or numerous artists, the artist will only get one prize. The winner will be the artist whose song, regardless of genre, the judges believe is the best song submitted for ZIMA 2024. * According to ZIMA Terms & Conditions, at least 10% of the final score must be obtained from ZIMA Platforms.



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CONCLUSION

ZIMA Systems will ensure the highest integrity through a carefully selected panel of Independent Judges who will follow set adjudication criteria, confidentiality and with great transparency. A reputable Audit Firm will give oversight on proceedings.

5. ANNEXTURE 1 PROMOTIONAL MUSIC VIDEOS AND ADVERTISING

Entries must be accompanied by copies of all promotional music videos (videos singles) relevant to the album entered (if available)

Videos should be supplied on DVD/ Blue Ray/ Online and only one copy per artist/group should be submitted regardless of the number of entries per artist.

When entering an album/DVD, Artists will be required to submit as follows: In one Category & Genre or in the Online ready format, such as: Video, Link or Audio.

NB. Entrants may be required to provide more CD/DVDs upon nomination for promotional purposes.

The physical copies are required for: Judging, Promotion, Digitisation & or ZIMA archives

All album covers need to show the year when the album was released. Should this not show on the album cover, please ensure that a letterhead signed by a Director of the Record Company which details the day and year the album was released is included with the submission.

Artists Biographies, Images & Pack Shots- Together with your album copies submission, please ensure that a copy of the artist/s biography, photograph as well as pack shot is included and handed to the ZIMA office on a separate clearly labelled disk.

50% of the album must feature different and previously unreleased sound recordings by the artist or group entered (in other words, no re-released albums or "best of" or "greatest hits" compilations and the like). The rest of previously released sound recordings contained in the album must only have been made available as singles and must have been commercially released during the relevant

ZIMA entry or qualifying period. All previously released sound recordings falling outside the ZIMA 2024 entry or qualifying period will not be considered in fulfilling the requirements of an album entry.

Album combinations by different artists packaged together as a single catalogue/release may be individually submitted into the genre category that is most reflective of the majority of each recording as if they were separate albums, as long as they satisfy the provisions of Clause 4 and Clause 5 above. Please note that such submissions will be treated as separate entries, with each requiring entry fees.



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Album combinations by an artist where there is more than one-disc comprising of distinctly different genres are entitled to be entered in each relevant genre category as if they are all separate albums as long as they satisfy the provisions of the ZIMA Rules. Please note that such submissions will be treated as separate as entries, with each requiring entry fees.

Entries in album genre categories must be comprised of a predominance of 70% of tracks pertinent to the genre being entered into. Each category is made up of Minimum of up to five (5) nominees. Should there be less entries be received, then the category concerned will be left out in that particular ZIMA Edition/year. Entrants may only submit an album into one album genre/ category. Further submission of albums already entered into genre categories are only permitted in the Best Produced Album and Best Engineered Album categories, which are genre neutral.

Physical Products or Assets (CD/ DVD) Recordings submitted for entry that were manufactured prior to 01 January 2023, but only commercially released during the entry period will qualify for entry ON CONDITION that written proof of release details for the entry period is submitted together with the fully completed entry form. ZIMA shall be entitled to request and be provided with further proof, at its discretion.

Awards Ceremony Attendance. Groups or individuals who are nominated in any category are expected to attend the awards ceremony or a Notice must be made by the nominee, advising of their inability to attend, with an accompanying motivation to be received by ZIMA within fourteen (14) days of the nominees being announced. The Notice may be sent to: submit@zimmusicawards.co.zw

The nominee may be required to record an audio- visual message for each category they are nominated in. The recorded message may be used for broadcast or other publicity purposes, and a copy thereof must be delivered to ZIMA no later than 3 May 2024.

Thank you...//

