

Digital Image Submission policy

Image file format

Each image should be prepared with

- A horizontal size of 1024 pixels or less.
- A vertical size of 768 pixels or less.
- The colour space is sRGB.
- It **must** be submitted as a high quality JPEG file.

Notes:

- Neither the file size nor the dpi resolution matters.
- If you are not colour managing your images, just leave your camera on sRGB and don't change the colour space on the computer.

Metadata

The **image file name(s)** must be the title of the image, such as "Autumn Leaves" or "Untitled". If more than one image has the same name, add a number, such as "Untitled-1" and "Untitled-2". So, the file name for the "Autumn Leaves" image would be;

- Autumn Leaves.jpg

A separate **text file with additional data** must be included. The file should be called by the photographer's name, for example "**Jane Smith.txt**". It should contain the following information, which will not be provided to the judge(s):

- Name of person submitting the images
- Name of competition being entered
- File name(s) of the competition entries

Media

The images to be submitted on a **CD-R** disc. CD-RW and DVD discs are not recommended because of the higher cost.

Submission on a camera card or USB drive is not accepted because the Club cannot accept responsibility for these more expensive devices.

Handling and copyright

Copyright to the images remains with the photographer. Submission of the images is deemed to give the Club a temporary non-exclusive right to:

- Copy the images for the purposes of backup and sending to judge(s)
- Project the images at the Club meeting where the judging is reported

After the judging is completed and the results announced at a Club meeting, the competition secretary will destroy all the copies he/she may have made of the images. CD-R discs will be made available for pickup by owners at the Club meeting when the results are announced and at the following meeting. After that, unclaimed discs will be destroyed. The judge(s) will be requested to destroy the images sent to them.

The Club may request permission to use submitted images for the Web site or inter-Club competitions or other purposes but this is entirely at the discretion of the photographer.

Images submitted in a size larger than 1074 x 768 pixels or in a format other than JPEG will, at the sole discretion of the competition secretary, be automatically disqualified and returned to the photographer or be adjusted to conform and included in the competition.

