

HARROGATE PHOTOGRAPHIC SOCIETY ANNUAL PRINT COMPETITION RULES 2019/20

These Rules differ from previous issues. Please read carefully. Your entries will be disqualified if they do not comply. (*Rules for Print Open Panel and Projected Digital Image Competitions are in separate documents*).

1. The Annual Print Competition is open to any member of Harrogate Photographic Society (HPS) with a membership number that is valid for the current season.
2. All images must have been created by the entrant. All parts of a creative or composite image must be the sole work of the entrant. Use of commercially available images, clip art, screen grabs, or similar images is not allowed. Images must be primarily of photographic origin.
3. Post processing of images on the computer is permitted in all categories but, in some categories, this is limited to adjustment of brightness, contrast, sharpness, colour tone, removal of blemishes, and cropping; more radical alteration of the image is restricted to certain categories - refer to the Category Definitions document for further information. Any post processing must be carried out entirely by the entrant.
4. Entrants may enter up to nine prints with a maximum of three per category.
5. The entry fee (non-refundable) is 50p per print and must accompany the entry.
6. Images must comply with the official category definition as specified in the Category Definitions document. (*If in doubt regarding this, please speak to someone in the Print Competition Teams or contact: HPSPrintTeam@gmail.com*).
7. No image, or substantially similar image (whether or not from the same original source), may be entered:
 - a) into more than one category in the same season;
 - b) into more than one of the HPS Annual Competitions in the same season;
 - c) if it has previously won an award (Trophy or Certificate) in any HPS competition;
8. Annual Print Competition entries must be accompanied by **three copies** of a correctly completed entry form (even if only one print is being submitted). There are two versions of the entry form: the e-Entry Form (recommended) which can be used by entrants who have access to Word for Windows or Word for Mac; otherwise the m-Entry Form must be used. The information provided must be identical across all three copies and correspond with the information in the digital filenames and on the print labels.
9. Prints must be "surface" or "window" mounted. Mountboard must be 400mm x 500mm +/- 2mm and the mounted print must be no thicker than 4mm. Neither the print nor the mount should have any sharp edges, rough surfaces, extraneous glue, adhesive, or tape etc that may cause damage to other prints when stacked. Prints must be no larger than the mountboard and no smaller than 178mm x 107mm (7" x 5").

10. Prints must have an official HPS print label (from the entry form) attached to the reverse of the mount at the top left corner (as viewed from the rear). All other information must be removed or obscured. A title is allowed on the front of the print if desired. Your name must not appear anywhere.

11. Entries must be accompanied by a digital file of each image. This should be identical to the print and must be resized – as large as possible – to fit within 1920 pixels wide x 1200 pixels high. Neither dimension should be exceeded regardless of whether the image is in landscape format, portrait format or square format. Images should be saved as the highest quality jpeg in sRGB colour space. *(If you are in doubt as to how to resize a digital image, refer to the video “Resizing in LightRoom” or “Resizing in Elements” which can be found in the Protected Members' Area of the HPS Website).*

12. Digital files must use the following naming convention:

Categorycode *SingleSpace* Title *SingleSpace* Membershipnumber.jpg

(Example: L Mountain View U234.jpg)

Notes: The Title must not exceed 40 characters (including spaces) and should not include dashes, underscores, full stops, exclamation marks or question marks.

Your software will automatically append “.jpg” so do not add it again.

If you have used the e-Entry Form, all filenames are created automatically.

You may also include (with your digital files) a self-portrait which will be projected if you win an award. Use the following format:

SelfieMembershipnumberFirstname *SingleSpace* LastName.jpg

(Example: SelfieU234Fred Bloggs.jpg)

13. Digital files should be submitted via www.WeTransfer.com which is a free internet service. The link provided by WeTransfer should then be emailed to HPSPrintTeam@gmail.com so that an acknowledgement can be sent to you. If, for some reason, you cannot use this service, the digital files may, exceptionally, be submitted on a CD/DVD or memory stick by the due date in which case attach your name and membership number.

14. **Submission of Entries.** Entries must be complete and comprise: **three copies of the entry form**; your **prints**; and the **correct fee** which must all be received by the Print Teams **on the announced closing date**; **and** your **digital files** which must be received **by 8.00pm on the preceding Friday**. Late entries cannot be accepted but digital files may be submitted up to two weeks in advance.

15. It will be assumed that digital versions of members' competition entries shall be available for retention in the HPS Archive, and for display on the Society website.

16. Trophies and Certificates of Merit are awarded at the discretion of the Judge. Trophies are held by the winner until recalled the following year by the Trophies Manager. They must be returned undamaged and cleaned.

17. If uncertain about the Rules, please contact: HPSPrintTeam@gmail.com.