

# 2011 NOLS Annual Fund Photo Calendar Contest Photo Submission Guidelines and Instructions

## TERMS AND CONDITIONS

The following terms and conditions apply to all submissions of photography for the 2011 NOLS Annual Fund Photo Calendar Contest.

By submitting digital images, the photographer agrees to the following:

- Photographs selected for the Annual Fund calendar may also be used on the NOLS website without additional compensation.
- NOLS will not sell or lend images in any other capacity to other people outside of NOLS or other organizations without the permission of the photographer.

## SUBMISSION GUIDELINES

We love seeing your photos, but due to the large number of submissions we receive you **MUST** adhere to the following guidelines, otherwise your photos may be disqualified.

- **Due to the contest popularity, the photographer and sole owner of rights to the original work must submit no more than 3 PHOTOS.**
- **All submissions should be emailed to [nafcalendarcontest@nols.edu](mailto:nafcalendarcontest@nols.edu).**
- Photographs must be submitted by 11:59 pm Mountain Standard Time on July 11, 2010 to be considered for the 2011 NOLS Annual Fund Calendar.
- If you have submitted photos to the NOLS Annual Fund calendar contest in prior years and they have not been selected as winners you may enter them again. You **MUST** resend any prior photos and re-catalog them in the manner described below. We will not be able to find photos from our archives for you.
- Photo files for submission should be sent in an email that **includes the photographer's first and last name, address, phone number, and email address.**
- The email must also contain an IMAGE DIRECTORY (necessary for captioning) containing the following information for each digital image:

- 1) NOLS branch from which the course photo was taken
  - 2) Specific location where the photo was taken
  - 3) NOLS course code from the course of your photo
  - 4) if there are people in the photo and you can name them, please do; please also ID them as a student or instructor, if possible.
- (\*Don't worry if you are fuzzy on the details. Any information that you can provide will help us create a better caption for your photo if it is selected.)

- Digital images must be submitted in accordance with the following specifications:

- 1) **Digital images must be submitted in their original file size. In other words, do not alter the pictures in any way after downloading them from your digital camera. NO PHOTOSHOPPING!**
- 2) Files must be individually labeled/named/saved as follows: "yourfirstname\_yourlastname\_NOLSbranch\_00#" and must match the image directory in your email.

**Example:** Digital images submitted by Deborah Sussex from a Rocky Mountain Outdoor Educator course would be labeled as follows:  
deborah\_sussex\_rm\_001  
deborah\_sussex\_rm\_002  
deborah\_sussex\_rm\_003

To keep file names as short as possible, please abbreviate NOLS locations as follows:

Alaska=ak  
Australia=aus  
Baffin Island=baf  
Brazil=brz  
India=ind  
Mexico=mx  
New Zealand=nz  
Pacific Northwest=pnw  
Patagonia=pat  
Rocky Mountain=rm  
Southwest=sw  
Teton Valley=tvb  
Yukon=yk

## **COMPLETE IMAGE DIRECTORY EXAMPLE:**

File Name: Deborah\_sussex\_rm\_001

Image #1

- 1) Rocky Mountain
- 2) Wind River Range
- 3) OEC 7/16/05
- 4) Hiking in the WRR - from Left to Right Julia Jones (instructor),  
Students= Elspeth Jones, Elizabeth Jones, Hedi Jones, Missy Jones

File Name: Deborah\_sussex\_rm\_002

Image #2

- 1) Rocky Mountain
- 2) Wind River Range
- 3) OEC 7/16/05
- 4) Trekking to the summit of Wind River Peak

File Name: Deborah\_sussex\_rm\_003

Image #3

- 1) Rocky Mountain
- 2) Wind River Range
- 2) OEC 7/16/05
- 3) A moose sips a drink at sunrise from Cross Lake.

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Questions? Call or email Annie Kiser  
1-800-332-4280 / [nafcalendarcontest@nols.edu](mailto:nafcalendarcontest@nols.edu)