

Surrey Photographic Association

GENERAL CONDITIONS FOR SPA EVENTS

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These General Conditions apply to all competition and exhibition events organised by the SPA. All entries must comply with the following: Nature and Monochrome definitions (See 2 below), Eligibility Rule (see below) and Image Repetition (see below). This document and all the specific SPA Event Rules can be found on the SPA Website under Library / Documents.

1. [RULES](#)

- a. The Rules, contact details, invitations, timetables and other information for each event will be published by the Event Chair. Matters relating to interpretation of the rules will be decided by the Event Chair.
- b. By entering, the photographer consents to the retention by the SPA of information identifying the photographer as the creator of an image and that the images meet the event criteria. Where a club is the entrant on behalf of multiple photographers, then the entrant warrants that each photographer has consented to the retention of identifying information and that the images meet the event criteria.
- c. All images remain the copyright of the photographer. Images must neither infringe copyrights, trademarks, contract rights or any other intellectual property rights of any third person or entity, nor violate the rights of privacy of any person. Images must be entirely the work of the Photographer. In composite images, all component images must meet this requirement. For the avoidance of doubt, use of images from any other source including, but not limited to, AI generated images, or parts of images and image banks, are not permitted.
Note: AI used within post-processing software is acceptable. **Generative** AI that within post-processing software or sourced by other means uses pixels which do not originate from the photographer's image, may not be used in any way, including, but not limited to, replacing elements or introducing content in an extended canvas. This includes text prompts.
- d. Where an image is determined to be ineligible for the event to which it is entered, then it may be possible to substitute an eligible image before the event takes place. If this cannot be done, the Event Chair has discretion to disqualify the ineligible image and, if the image received an award, to withdraw that award.
- e. The SPA reserves the right to request any original file(s).
- f. The SPA reserves the right not to accept or exhibit an individual image and delegates such decisions to the Event Chair.
- g. Submission of entries implies acceptance of these rules.

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2. DEFINITIONS

a. **Explanation of Open Category (in relation to Nature)**

All genres and styles of photography **except Nature** are permitted. **If it looks like Nature, it must be entered in the Nature category.** Entrants may ask for advice if uncertain.

b. **Guidelines on avoiding Nature-type images in the Open Category**

What **IS** acceptable:

- i. A creative interpretation of a nature subject which alters the truth of the image such that it would not be permitted in the Nature category.
 - ii. Landscape images may include flora or fauna where they are not the main subject of the image (eg. a meadow of flowers within the landscape is permitted).
- What **IS NOT** acceptable:
- iii. Images which appear to fit the Nature category, even if they have been processed outside the Nature requirements.
 - iv. Landscape images where flora or fauna is the main subject of the image (eg. a prominent flower as a main subject in the foreground with an out-of-focus landscape background is not permitted).

c. **Definition for Nature**

Images meeting this definition will satisfy the PAGB Nature definition. If it looks like Nature, it must be entered in the Nature category.

Titles must be **factual** and should identify the subject (Latin names are not required). Judges will be instructed to mark down images with humorous, twee, informal or sentimental titles.

- i. Nature photography is restricted to the use of the photographic process to depict all branches of natural history, except anthropology and archaeology, in such a fashion that a well-informed person will be able to identify the subject material and certify its honest presentation.
- ii. The story telling value of a photograph must be weighed more than the pictorial quality while maintaining a high technical standard.
- iii. The welfare of the subject is more important than the photograph. Where access to biological subjects is restricted, photographers warrant that they have followed relevant codes of practice and hold any necessary licences.

Please Note:

What **IS** acceptable:

- i. Techniques that remove elements added by the camera, such as dust spots or digital noise.
- ii. Techniques that enhance the presentation of the photograph without altering the content of the original scene, including HDR, focus stacking and dodging/burning.
- iii. Colour images converted to greyscale monochrome.
- iv. Natural history subjects including wild animals, birds, insects, marine and botanical (including fungi and algae).
- v. Scientific bands, scientific tags or radio collars on wild animals (and if present must not be removed).
- vi. Images entered as Nature can have landscape, geologic formations, weather phenomena, and extant organisms as the primary subject matter.
- vii. Images of natural history subjects in controlled conditions, such as zoos, game reserves, wildlife centres, wild flora in botanical gardens, aquariums and any enclosure where the subjects are totally dependent on man for food.

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What **IS NOT** acceptable:

- i. Any form of manipulation that alters the truth of the photographic statement.
- ii. Stitched images or montages.
- iii. Infrared images.
- iv. Anthropology or archaeology.
- v. Human elements except if an integral part of the nature story (e.g. barn owls adapted to a human environment).
- vi. Images of human created hybrid plants, cultivated plants, feral or domestic animals, or mounted specimens.
- vii. Inappropriately humorous, twee, informal or sentimental titles.

d. **Definition of Monochrome used in SPA Events**

A black and white work fitting from the very dark grey (black) to the very clear grey (white) is a monochrome work with the various shades of grey. A black and white work toned entirely in a single colour will remain a monochrome work able to stand in the black and white category. On the other hand, a black and white work modified by a partial toning or by the addition of one colour becomes a colour work (polychrome) to stand in the colour category.

Note: The Inter-club Print Competition requires a minimum monochrome entry of 4.

e. **Number of active workers in clubs**

The SPA recognises that membership of any club does not necessarily recognise the number of active workers in any one photographic genre – colour or monochrome PDIs or Prints. Clubs are therefore asked to declare a realistic indication of the number of active workers entering PDIs or prints in club competitions.

The SPA accepts these declarations in good faith and, for the PDI and Print Championships, offers a Concession. Where a club declares fewer than 20 PDI or Print workers, the maximum number of images per photographer shall be as follows:

For fewer than 20 PDI or Print workers but more than 10 – 3 images per photographer.

For 10 workers or fewer – 4 images per photographer.

3. **ELIGIBILITY OF PHOTOGRAPHERS FOR SPA EVENTS**

- a. The SPA requires that entries to all events (including events open to individuals) are only from genuine club members who live in what would generally be recognised to be the club's catchment area. If a photographer is a member of more than one SPA club, their images may only be used by the one designated club, which must be declared to each club each season (Sept – Aug). Consult with your club if in any doubt about your eligibility.
- b. Should the photographer physically move away from the catchment area of their designated club into another federation, or be recruited from outside an SPA club's catchment area, then their images can only be considered eligible to enter SPA events with specific SPA approval, which will only be granted in exceptional circumstances, on application to the SPA for an exemption. If an individual or club is entering an event and there is any doubt about eligibility, the club should apply for an exemption from the SPA.
- c. Applications should include the following, with your justification for requesting an exemption:
 - i. Name of the Club.
 - ii. Name and postcode of the person concerned.

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- iii. Duration of membership of the club.
- iv. How often the club has physically met in the last 12 months and how many times this person has physically attended. (Do not include online meetings or outings.).
- v. Any specific reasons why this member cannot attend regularly or cannot attend a more local club.
- vi. Any known membership of other clubs, including if the member holds a specific role within the other club(s).
- vii. Why the eligibility is being claimed.
- viii. The application must be made by an officer of the Club. If the member concerned is an officer, another officer must make the application.
- ix. Please send the application to the SPA Secretary (secretary@surreypa.org.uk). The application will be considered, and the club should retain the reply for reference. A revised application should be made if the original information changes significantly.
- x. If an individual's circumstances change then it is incumbent on the Club to notify the SPA that the exemption is no longer valid or reapply for an exemption based on the new circumstances.

Advice to Photographers

Please consult with your club if you are in any doubt about your eligibility based on this guidance.

4. GUIDANCE ON IMAGE REPETITION

- a. All SPA events (other than the Individual Print & PDI Competition) include the principle that an image, once entered into an SPA event, is not eligible to be entered again. This does not apply to the Biennial Exhibition. The following guidance should be followed:
 - i. It is best practice for the photographer to give each image a unique title, and for that title never to be changed, whether a print or projected image. Any image entered into any SPA event may not subsequently have its title changed.
 - ii. The same title by a different photographer is always a different image.
 - iii. A different title by the same photographer will be assumed to be a different image. However, it is the image itself which matters, and a review of image files may reveal an ineligible entry, which may result in disqualification. The SPA delegates decisions on eligibility to the Event Chair.

5. IMAGE SIMILARITY

- a. An image which is sufficiently similar to another previously entered by the same photographer, may be ruled as being effectively the same image. Photographers and entrants should be aware of the similarity issue, even if two entries have been given different titles. Examples may include:
 - i. Monochrome and colour versions from one original, unless the artistic treatment is significantly different.
 - ii. Where important elements are repeated in different composite images.
 - iii. Where a principal element is repeated on a different background.
 - iv. Any number of images taken at the same time, sequential and not significantly different.

All efforts should be made to avoid testing the limits of a Chair's discretion.

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6. IMAGE REQUIREMENTS

All entries must be titled. 'No Title' or 'Untitled' is not an acceptable title and any such image will be disqualified. Any image entered in any SPA event may not subsequently have its title changed.

PDI's of all entries (both PDI and Print) must be uploaded for all events.

a. PDIs

- i. Image files must be sized to fit within an area maximum 1600 pixels wide and maximum 1200 pixels high, in the sRGB colour space and in .jpg format. No individual file should exceed 4mb. Image title and name of photographer or club must not appear within the image area.

b. PRINTS

- i. Each print may be of any size but must be mounted on lightweight mountboard of size 500 x 400mm.
- ii. The tolerance on mount size is +/-2mm and the mount must not exceed 4mm thickness. 500 x 400mm foamboard at a thickness of 3mm can also be used.
- iii. A single entry may consist of more than one print on the same mount provided it conforms to these requirements.
- iv. **Each mounted print must show on the reverse, clearly legible in capitals or typed, the following information: Image Title, Photographer's Name, SPA Event name & year plus relevant Club/Society Name.** No identifying information may appear on the front surface.
- v. The print must be securely fastened to the mount, and the mount must not carry any fixings or other material likely to damage other prints when stacked.
- vi. The use of cheap tape, including decorators' masking tape, to fix a print to its mount is prohibited as this product is not of sufficient durability.
- vii. **Prints not adhering to these stipulations will be disqualified**
- viii. Any prints and mounts which fall apart during the preparation for judging process because of the use of inadequate or ineffective mounting products will be withdrawn.

c. PREPARATION OF PDI's FOR UPLOAD

PDI's of all print and PDI entries must be prepared as described above. Images will be projected at the dimensions supplied and smaller images will not be resized.

Image files must be named as follows:

For SPA Inter-club Print or PDI Championships:

Club short name_Image Number_Photographer's full name incl. Distinctions_Image Title.jpg

Example:

Capel_01_John Bloggs ARPS CPAGB_Deadwood Tree.jpg

Note that underscores are used as separators and spaces are permitted

For SPA Biennial Exhibition and SPA Individual Print & PDI Competition:

categorycode_Clubshortname_Photographer's full name incl. Distinctions_Image Title.jpg

Example:

printo_Capel_John Bloggs ARPS CPAGB_Deadwood Tree.jpg

Note that underscores are used as separators and spaces are permitted

Please ensure that this naming convention is adhered to precisely, otherwise the competition will not run successfully.

No amendments/changes/replacements to an entry will be allowed less than 14 days prior to the date of any event.

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d. CLUB SHORT NAMES

Bookham	CrawleyDown	Henfield	Natural	TheCamera
Brighton	Croydon	Horsham	OldCoulsdon	UnitedPhoto
Camping	Dorking	Kingston	Pagham	Wallington
Capel	EastGrinstead	Lewes	Wallington	Whitton
Carshalton	Epsom	Ludshott	Reigate	Windlesham
Cheam	Godalming	Malden	Richmond	Woking
Chertsey	Guildford	MidSussex	Southwick	Yateley
Cranleigh	Hampstead	Mitcham	Steyning	
Crawley	Hampton	Molesey	Tandridge	

PDIs of all entries (prints and PDIs) must be uploaded through the online entry system **not less than 21 days prior to an event**. For events with an audience, these will be projected during the competition judging for the benefit of those attending but will not be seen by the judges.

A ZIP file, containing PDIs of all entries (which must also comply with the relevant rules), must be uploaded via the link included in the rules for each event.

e. ENTRY UPLOAD

For SPA Individual Print & PDI Competition and Biennial Exhibition (Individual Entrant):

- i. Create a folder on your computer and name this folder: 'clubshortname_your full name' eg. capel_joe bloggs.
- ii. Place all your image files, correctly named as per instructions, in this folder. No individual file should exceed 4mb.
- iii. Compress (ZIP) your folder so that you have a .zip file named 'clubshortname_your full name.zip'.
- iv. Follow the link in the specific Event Rules and complete the upload form.
- v. Click on 'Browse', select and attach the relevant zip file.
- vi. Complete the Spam Protection question and press 'Submit'.

For SPA Inter-club Print or PDI Championships (Club Competitions Organiser):

- i. Create two folders on your computer for your club entry and name these 'clubshortnamecategory' eg. capelopen, capelnature.
- ii. Place all your image files, correctly named, in the relevant folders: 16 images for Open and 8 images for Nature. No individual file should exceed 4mb.
- iii. Compress (ZIP) each of these folders so that you have two .zip files named 'clubshortnamecategory.zip'.
- iv. Follow the link in the specific Event Rules and complete the upload form.
- v. Click on 'Browse', select and attach the relevant .zip files.
- vi. Complete the Spam Protection question and press 'Submit'.

After Upload of all Entries

You will receive an on-screen message, confirming that your upload has been successful and you will also receive an email confirmation.

Should you not receive a confirmation email or should you experience any difficulties, please email competitions@surreypa.org.

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7. THE EVENT

- a. Event rules will specify the delivery of prints where appropriate.
- b. On the day:
 - i. When an audience is present, PDIs of print entries will be projected at the same time as the respective prints are judged but these will not be visible to the judges.
 - ii. A random selection of images will be shown at the beginning of the event so that the judges can be aware of the typical standard of entries.
 - iii. Each image will then be displayed and the title read out. Once all three judges have scored, the total score for the image will be declared and the next image displayed.
 - iv. The images will be displayed interleaved with those from other entrants.
 - v. Using a scoring machine, each of the 3 judges will award between 2 and 5 points per image – a maximum score of 15.
 - vi. The judges will select the best image from the highest scoring images in each event category. Should there be only one image scoring the highest mark, those images receiving one fewer mark will also be considered. Awards are listed in specific Event Rules.
- vii. All top scoring images scoring 13 and above will be reviewed by the judges and each one will award a medal for their choice in each category.

8. SPA USE OF IMAGES

- a. The PDI of any submitted image may be used by the SPA for any SPA-related publicity or judges' training. Images may be used on the SPA website but will never be posted on social media. The photographer of each image will normally be credited with any use.
- b. By agreeing to the submission of an image in an SPA event, the photographer consents to retention of the image by the SPA and, if selected by the SPA for a PAGB competition, information identifying the photographer as the creator of an image, as if the photographer had entered in person. If the photographer is not eligible or does not wish their image to be considered for such an entry, the individual must notify the SPA ahead of any event. When the SPA selects entries for PAGB competitions at any of its events, a list of provisionally selected images is circulated to relevant clubs. Clubs must respond to the eligibility of these images using the criteria above.
- c. A submitted image may be used by the SPA in any form to announce results and awards, to create slideshows or catalogues, to create media circulated to participating clubs, or for any other SPA-related publicity. All published collections in the form of catalogues or slideshows, remain the copyright of the SPA. Copyright of the individual images remains with the respective photographers, and the photographer of each image will normally be credited with any use.

9. OTHER

- a. The SPA cannot be held liable for the loss, misuse or non-entry of any images or other material used for an event, no matter how this loss or damage may occur.
- b. The SPA reserves the right to seek financial compensation from any club or club member that causes the federation to suffer a financial loss as a consequence of copyright infringement or other fraudulent activity. This can include use of an image by a club or by an individual club member for which the individual does not hold the copyright.
- c. Trophies must be retained within the SPA club catchment area. Trophies must be signed for with contact details and if a trophy is not returned on request, the club or individual will be financially liable.
- d. The decision of the SPA Committee on any matter is final.