

## LOVELAND PARKS AND RECREATION PHOTO CONTEST RULES:

To enter this Photo Contest, entrants must agree to the legal conditions and contest rules listed below. It is the responsibility of the entrant to read the legal conditions and contest rules. Entry of photographs into the Contest implies acceptance of contest rules regardless of whether entrants sign a statement confirming acceptance. Any federal, state, and local taxes, fees, and surcharges on prizes are the sole responsibility of the prize winners.

1. Anyone is eligible to enter the contest, except for Parks and Recreation employees and their immediate families. Photographers under 18 years of age must submit a participation permission form signed by a parent or legal guardian to enter (see attached "Minor Participation Form").
2. Photo Criteria:
  - a. All photographs must be the original work of the entrant and must have been taken within the past three years at a Loveland Parks and Recreation facility, event, sport, program, or class to be considered.
  - b. Photos must not feature the intellectual property of others (i.e. a registered trademark) must not infringe upon the rights of others, must respect the rights, sensitivities, and culture of persons depicted, and must be consistent with the contest mission-to celebrate the leisure and recreational opportunities, amenities, events and programs provided by the City of Loveland.
  - c. Close up photos of individuals must be submitted with release form signed by the person photographed or his/her parent or legal guardian if a minor.
  - d. All photos entered must be taken within our city limits or directly adjacent—lakes, trails, parks, etc. Photos taken outside the City limits will be disqualified.
  - e. Photos must be of sufficient resolution as to be well reproduced in printed materials. Be sure to set your camera or smart phone settings at the highest possible resolution for best results. Images should be high resolution of at least 3.2 million pixels (3.2 megapixels) or greater. Resolution can be calculated by multiplying the pixel width of the image with the pixel height. For example, a setting of 2000 x 1600 pixels = 3.2 megapixels.
  - f. Photos may not be digitally altered beyond standard optimization (removal of dust, cropping, reasonable adjustments to exposure, color and contrast, etc.). Multiple exposures that have been combined to produce a single "high dynamic range" image are acceptable.
  - g. Image orientation may be portrait or landscape, however, only portrait photos are eligible for the cover of the Leisure Times activity guide.
  - h. Do not embed captions, words, watermarks or photographer's name on the image. The city will add the photographer's photo credit whenever possible to any image selected using a standard format.
  - i. Images that do not meet these requirements will not be judged. Final selection of photos will be chosen in the judging panel's sole discretion.
3. Submission conditions:
  - a. Entering is easy and free! Limit: up to 5 entries per contestant in any combination of categories.
  - b. NAMING YOUR FILES: Photos submitted to the contest must be NAMED as follows: enter letter of photo category from entry form (A-E), image # from entry form, first and last name of contestant, a very brief description of the amenity, event or program, and 17 without using spaces, underlines or dashes.

Example: if Richard Jones enters a photograph of Mehoffey Park he would rename his photo entry: A1.richardjones.Mehaffey.17
  - c. Photographers are to complete and sign an entry form and, if applicable, a model release form and/or minor participation form, to be submitted along with their entry.
  - d. On the Entry Form, photos should be listed with the following information:
    - i. Image # - should correspond with the number on the image file name.
    - ii. Location - identify the park, golf course, recreation facility, or other location where photo was taken.
    - iii. Description - name of event, sport, program, or class, if applicable.

- iv. Category - choose one of the five photo contest categories. (Judges reserve the right to adjust the category selected when deemed appropriate.)
    - v. Year Taken - (No photographs older than three years, please.)
  - e. **SUBMIT YOUR ENTRY FORM BY EMAIL:** Send your completed entry Form and any applicable waivers or permission forms **AS AN ATTACHMENT** (do not embed image files in the message area):  
molly.elder@cityofloveland.org with the subject line #photo contest entry#
  - f. Upon receipt and review of your entry form and applicable waivers you will then receive a follow-up email with instructions on how to submit your photos. All photos will be posted to a Loveland Parks and Recreation photo contest page created on Flickr. You are not required to have a Flickr login but will need one if you wish to view all photo contest entries. Entries may also be posted to Instagram.
  - g. The deadline for entries is 5:00pm on May 31st, 2017.
4. **Judging** - The judging panel appointed by the Parks and Recreation Department shall determine eligibility for selection based on Photo criteria and submission condition and select winning photographs eligibility in its sole and absolute discretion. All decisions made by the panel are final. Photograph Entries will be judged on originality, technical excellence, composition, overall impact, and the mission of the contest and mission and values of the Parks and Recreation Department and the City.
  5. **Winners** will be notified by e-mail or telephone, according to information provided on the entry form. If any winner fails to claim his or her prize within 60 days of being notified, that winner forfeits his or her prize. The City of Loveland retains all rights for use of all photos submitted.
  6. **Photographer's Rights** - Photographer retains all rights to any photographs submitted - including ownership if applicable - other than those rights licensed in the next sentence. By entering the contest, the photographer hereby grants the Loveland Parks and Recreation Department a nonexclusive, irrevocable, royalty-free license to reproduce, distribute, use in publications and associated trade magazines, publicly display and publicly perform the photographs you submit to the Parks and Recreation Department whether you win or not.
  7. **Photographer's Responsibility** - If you choose to include close-up shots of people in your submission, you are responsible for obtaining the necessary releases from the individuals depicted, and must be able to provide copies of those releases to the Parks and Recreation Department upon request. (Standard model release forms can easily be found on the Internet.)
  8. The Parks and Recreation Department is not responsible for lost entries.
  9. You are entering this contest at your own risk. You must agree that, regardless of the outcome, you will not challenge the results of the Loveland Parks and Recreation Photo Contest or file any claims or suits against the City of Loveland, their affiliates, directors, officers, or employees, arising from the conduct of the Contest. You agree that the Loveland Parks and Recreation department need not return to you any images you submit and that the City may, in its sole discretion, terminate this contest without any liability to you. If the City terminates the Contest before its completion, the City agrees that it will not use your images for any purpose.
  10. By entering, participants agree to indemnify, defend and hold harmless the City of Loveland and the Parks and Recreation Department, its respective subsidiaries, affiliates, directors, officers, employees, attorneys, agents and representatives, from any all third party liability for any injuries, loss, claim, action, demand or damage of any kind arising from or in connection with the competition (collectively, "Losses"), including without limitation any third party claim for copyright infringement or a violation of an individual's right to privacy and/or publicity right. The contest is void where prohibited by law.