



GRAND RAPIDS, MICHIGAN, USA

MEMBERSHIP MANUAL

Revised February 2022

THE GRAND RAPIDS CAMERA CLUB was officially organized February 20, 1899 as reported by the Grand Rapids Herald. The 1st meetings were held at Gillett's Photo Gallery over Morse's Department Store located on Monroe Avenue at Spring Street. The Grand Rapids Camera Club is one of the oldest in the United States of continuous and uninterrupted existence.

Club members held their 1st exhibition February 22 & 23, 1899 at the studio of O. A. Gillette. Subsequent exhibitions were held at the Grand Rapids Art Gallery, The Grand Rapids Public Museum and the Grand Rapids Ryerson Library. The club continues to display member's photographic prints at libraries, coffee shops, shopping malls, hotel lobbies and other venues in the area. GRCC photographers are recognized throughout the state and around the country for their fine art and creative photography.

The Grand Rapids Camera Club is a member of the Photographic Society of America (PSA) which offers conferences, competitions between clubs of similar skill across the US and abroad, as well as international exhibitions for its individual members. They also are a member of the Southwestern Michigan Council of Camera Clubs (SWMCCC) which sponsors an annual photography school each year.

The Club's continued success lies in its many unique facets. Grand Rapids Camera Club serves the needs of photographers whose interests lie in digital reproduction or in traditional photography. The Grand Rapids Camera Club is the only club in our area that offers workshops, two competitive divisions competing monthly in prints and digital, with 8 categories in each division.

The club has many internationally and locally recognized photographers who possess a wealth of information who are ready and willing to aid the aspiring photographer.

GRAND RAPIDS CAMERA CLUB

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MONTHLY PHOTO COMPETITION

The Grand Rapids Camera Club's digital and print competitions are meant to provide the photographic experience and stimulation necessary to raise an individual above the "point and shoot" stage to that of a qualified and creative photographer. Participating members find that the unprejudiced judging of their work is very helpful in making them see good images. In addition, a member can view the pictures that are selected as the best and can discern for themselves what makes those pictures good. Club competitions have been credited for being one of the best ways for photographers to learn and improve. Club competitions are also a showplace for your work, the results of many hours of making and editing images. A photographer does not take pictures just for his or her own viewing, but to show others how he sees the world. It expresses his ideas and emotions as an individual.

1. ENTRIES

- 1.1 **QUALIFICATIONS:** Those entering GRCC monthly photo competitions must be a member of the Grand Rapids Camera Club. Yearly dues must be paid and up to date at the time of entry to be eligible for competitions. Dues are payable January 1 of each year. If dues have not been paid by the general meeting held in March, he/she will be removed from the membership list and his/her entries will be ineligible for competition.
- 1.2 **IMAGES:** All images must be the maker's own work. Submissions must originate as photographs. Photographs are defined as image captures of objects shot via light sensitive cameras. They must be created by the entrant on photographic emulsion or captured digitally within a camera.
- 1.3 **COPYRIGHTS:** By submitting an entry the entrant certifies the work as his own and permits the Grand Rapids Camera Club to reproduce entered images, without additional notice, on the GRCC website or GRCC Social Media sites. The above uses include GRCC Facebook and Instagram pages as well as submissions into PSA Interclub

competitions and will be used solely for the promotion and advancement of the club. The member will retain all copyrights to the image. Recognition will be given when at all possible.

- 1.4 **DIVISIONS:** The club holds monthly judging in two divisions. A Division is defined as the type of media, Print or Digital. Each division has 8 categories: (A) Assigned; (C) Creative; (J) Photojournalism; (M) Monochrome; (N) Nature; (O) Open; (P) Portraiture; and (S) Scapes. A total of 4 entries are allowed in each division, in any combination in Open, Creative, Monochrome, Nature, Portraiture, Photojournalism, Scapes, and Assigned Categories. If a member chooses not to enter an image in the Assigned category, only three (3) images may be entered.

2. SUBMISSION OF IMAGES FOR COMPETITION

- 2.1 **NUMBER OF IMAGES:** One digital image or one print per entry is allowed in all categories. A member may enter in both divisions. Following the previously mentioned rules, a total of 8 entries will be allowed provided that one in each division is entered in the Assigned category.
- 2.2 **NAMING YOUR IMAGES:** You must provide a title for each of your entries. A title is defined as the name you give your image. The title must be unique for each image entered and is limited to 28 characters including spaces. The category code, underscores, your name and file format information are not a part of the 28 character limit. If the title is too long, we reserve the right to shorten it as necessary to fit in the allotted space within the competition records.
- The same exact title must be used on the entry and on all forms involved. In addition, if entering an image in both divisions, print and digital, they must share the same title. Each print and digital entry must be able to be identified by its title and therefore cannot have the same title as any previously entered image. Doing so may result in the entry being disqualified.

- 2.3 **RE-ENTRY OF IMAGES:** An image can be entered once in the Print Division and once in the Digital Division. Once a digital image or print has been entered and scored (not disqualified) it cannot be entered again in the same division as long as you are a member of the club. Further, it cannot be renamed, changed or altered in some manner and reentered at a later date in another category. (Monochrome or Creative for instance.) Only disqualified images may be reentered. Images *may* be entered in the End of Year Competition and in competitions outside Grand Rapids Camera Club.
- 2.4 **DISQUALIFICATION:** All rules applying to your entry, the category in which you are entering, and rules applying to titles must be followed to avoid possible disqualification. If an image is disqualified in any given month, it may be reentered the following month as a 5th image following the rules of competition in the chosen category.

3. CATEGORY DEFINITIONS

- 3.1 **ASSIGNED:** The Grand Rapids Camera Club selects a subject for each month of the competition year as the assigned subject. The Assigned category is designed to challenge your photographic skills and to encourage you to photograph images that you may not have normally. Give a lot of thought to them. Be creative. The applicable subject may be one or many but remember that the assigned subject must be the dominate feature in the image. If entering 4 images in a division, one of them must be of the assigned subject and entered in the assigned division. Only 3 images may be entered if choosing not to enter an assigned subject. A judge should base his vote on originality and how much creativity the photographer used in completing his or her “assignment.”
- 3.2 **CREATIVE:** The creative category is for manipulated and enhanced images and those where the maker’s creativity comes into view in the final image. Images entered should be unique and different, perhaps out of the ordinary. A photographer’s creativity can be shown in either

of these scenarios: 1) an exaggerated and skewed image created in the computer using special effects in Photoshop or other image editing software 2) It can show a creative action taken by the photographer when capturing the image, such as intentional camera movement. A judge should base his score on how creative the image is. Remember as mentioned in section 1.2, the *original* image must be your own captured within a camera. Rules pertaining to the use of other elements are explained further in Section 4.4.

- 3.3 **MONOCHROME:** Monochrome is defined as black and white or varying tones of only one color. An image is considered to be monochrome only if it gives the impression of having no color (i.e. contains only shades of grey which can include pure black and pure white) OR it gives the impression of being a grey scale image that has been toned in one color across the entire image. For example, Sepia, Red, Gold, etc. A grey scale of multicolored image modified or giving the impression of having been modified by partial toning, multi toning or by the inclusion of spot coloring does not meet the definition of monochrome and shall be disqualified.
- 3.4 **NATURE:** Images entered in the nature category must be presented in a manner that does not depict the influence of human habitation, “the hand of man.” This category includes such subjects as botany, geology and zoology, etc. The addition of an element that portrays the subject’s natural habit is acceptable. Examples would include a shore bird on a piling, a robin in a lawn, or a barn swallow in a barn. Subjects that do NOT qualify include domestic animals, horticultural varieties of plants or hybrid plants. This definition does not limit nature photography to wildlife subjects. Landscapes and shots taken at the zoo or nature centers are also acceptable, keeping in mind that they may not show the hand of man. General enhancements are acceptable. Manipulation (adding or changing elements) is not allowed. Manipulated images should be entered in the Open, Creative, or Monochrome categories or risk being disqualified from nature.
- 3.5 **OPEN:** All images regardless of the subject matter or technique are eligible in the open category.

- 3.6 **PHOTOJOURNALISM:** Photojournalism shall consist of an image with informative content and emotional impact reflecting the human presence in our world. This would include documentaries, sporting events, spot news and human interest. Human interest images depict a person or persons in an emotional, interactive, or unusual situation. An entry in the photojournalism category must tell or illustrate a story. The journalistic value of the image should be considered before pictorial quality, though a technically strong image is a plus. In the interest of credibility, photographs that misrepresent the truth such as those from events or situations arranged specifically for photography are not eligible in this category. General enhancements are acceptable. Manipulation (adding or changing elements) is not allowed and should be entered in the Open, Creative or Monochrome categories.
- 3.7 **PORTRAITURE:** Any picture of a person in which the face or its expression is predominant may be considered. Entries in this category can be a formal studio or an environmental portrait. Images showing the entire human body are welcome as well as those showing just the head and shoulders. This category is for human portraiture only.
- 3.8 **SCAPES:** A section or expanse of scenery, usually extensive, that can be viewed from a single viewpoint. It refers to all the visual elements of an area of land, often considered in terms of aesthetic appeal. Generally, there are two types of Scapes – landscapes and cityscapes, however you could go so far as to call your entry a seascape or a farmscape. Landscapes can be further described as a large area of countryside; A Cityscape can be described as an extensive view of a city. Scapes are NOT meant to be a single building, lighthouse, bridge or waterfall, no matter how wide or tall they are. It is about the overall view, a place not an object or a person, although they can be present in the image. It becomes something else when the dominant part of the image is the object rather than the scene. Think of it this way: If it is not showing a view of land, it is not a landscape. If is not showing an expanse of a city, it is not a cityscape. General enhancements are permitted. Manipulation (adding changing or removing elements) is not allowed in this category. Manipulated images must be entered in the Open, Creative, or Monochrome categories.

4. MANIPULATION AND ENHANCEMENT

- 4.1 **PROCESSING:** Processing, manipulation, and enhancement of an image must be performed by the photographer who captured the image. Conversion of raw digital images is not considered processing an image.
- 4.2 **ENHANCEMENT:** Enhancement is defined as “to make greater.” It also can be known as “retouching.” Use of enhancement functions to improve the natural appearance of the image is allowed in all categories. Examples of enhancement functions are adjustments of colors, contrast, white balance, sharpness, noise, levels, brightness, curves, intensity, saturation or color balance, and cropping.
- 4.3 **MANIPULATION:** Photo manipulation is the process of editing a photograph in such an extreme way that it takes on an entirely different look. Photo manipulation goes beyond mere enhancements or corrections. Manipulations are usually referring to moving or adding subjects to an image or adding more supernatural elements to a photo. It may involve replacing an object with a different one. When we manipulate an image, we become a ‘creator’ rather than simply an observer. The resulting image may have little or no resemblance to the original photo. Today, photo manipulation is widely accepted as an art form. Use of such manipulation functions to change the appearance of an image is allowed in the Portraiture, Open, Monochrome, Creative and Assigned categories. The use of manipulation in Nature, Photojournalism and Scapes is not permitted. Any post processing techniques used in these categories should not call into question the integrity of the image or risk being disqualified.
- 4.4 **IMAGE ELEMENTS NOT CREATED BY THE PHOTOGRAPHER:** Use of graphics such as backgrounds and textures found in image editing software, purchased backgrounds and textures and elements obtained from other sources, not created by the photographer, can be added to an image in Creative, Open, Monochrome, Portrait and Assigned, as long as the original image you begin with is your own.

That is, the image must be captured by the photographer using photographic emulsion or captured digitally within a camera. Use of these elements, as well as those created by you, are not allowed in the Nature, Photojournalism and Scapes categories. (Section 4.3)

- 4.5 HDR: The use of HDR (High Dynamic Range) is permitted. However, extreme care should be taken when using HDR to enhance images to be entered in the Nature and Photojournalism categories. Photographs which are over processed, misrepresent the truth or situations which are set up and do not appear as natural are unacceptable in the Photojournalism and Nature categories.

5. DIGITAL ENTRY GUIDELINES

- 5.1 GENERAL GUIDELINES: Digital entries are to be submitted by e-mail to the digital coordinator at images@grcameraclub.org according to the guidelines defined below. The deadline to submit images for any monthly competition is always 12:00 midnight on Wednesday two weeks prior the general meeting. Slides may be scanned, with the scanned images e-mailed as above. The digital coordinator will acknowledge the receipt of your entries by e-mail. No more than 4 images may be entered in the digital division, at least one being the assigned subject. (See Section 3.1)
- 5.2 SIZING YOUR IMAGE: The resolution is not critical and can be set to whatever best suits your workflow. Photograph width cannot be greater than 2160 pixels but may be less than 2160 pixels. Photograph height cannot be greater than 2160 pixels but may be less than 2160.
- 5.3 SETTING YOUR COLOR PROFILE: It is recommended that you submit your images with an sRGB color profile.
- 5.4 NAMING YOUR IMAGE FILES: The image file name should contain the following information in the following order. A capital letter indicating the category code; an underscore (_); the image title capitalizing the 1st letter of each word with no spaces; (limited to 28 characters) An underscore (_); and your name. Use your first and last

name both capitalized with no spaces. An example of an entry in the nature category would appear as:

N_BeeOnWildflower_MaryMember.jpg.

- 5.5 CATEGORY CODES: (A) Assigned; (C) Creative; (J) Photojournalism; (M) Monochrome; (N) Nature; (O) Open; (P) Portraiture; (S) Scapes.
- 5.6 SAVING YOUR IMAGE: All images submitted for competition must be saved in jpeg format. (.jpg) It is recommended that jpeg images are saved at reasonably high quality.
- 5.7 SENDING IMAGES: Send images as e-mail attachments to the digital coordinator. images@grcameraclub.org.
- 5.8 MISSED ENTRIES: Any digital images missed in error by the digital coordinator in a given month will be entered in the next regular competition. All scores will be applied to the appropriate month.

6. PRINT ENTRY GUIDELINES

- 6.1 GENERAL GUIDELINES: All images entered as prints must have been photographed by the member. Commercially or otherwise printed images are allowed, as well as prints made on a member's personal printer/computer. Judging is held separately the week prior to the general meeting. Prints must be in the hands of the judging committee by the start of the competition. They can (1) be dropped off at the competition; (2) dropped at any of several locations prior to the competition; or (3) they can be brought to the general meeting the month preceding the competition in question. (i.e. April's prints brought to the March meeting)
- 6.2 LABELING YOUR PRINTS: The back of the print must include duplicate entry labels. Print entry labels are available at the monthly meetings or can be printed at home from our website. One should be *securely* attached at the top left corner on the back of the print. The 2nd should be *loosely* attached to be removed by the print handlers during the competition. Label the top of the print in case there are questions about its orientation.

- 6.3 **SIZING:** All prints should be mounted on a sturdy backing with its maximum size, including the mount, no longer than 20 inches on its longest side. Prints can be matted but are not required to be. Frames are not allowed. Although the GRCC takes extreme care when handling your prints, we cannot be held responsible for any damage.
- 6.4 **JUDGING:** Prints will be judged in a light box to provide equal illumination for each entry. The proper color temperature for judging and viewing prints should be between 5000 Kelvin and 5500 Kelvin. Our print viewing box provides very accurate lighting for print evaluation. Bulbs are color balanced and color corrected. Florescent bulbs with a temperature of 5000 Kelvin and EV (exposure value) of 9.5 at the viewing surface are used per standard viewing guidelines.
- Prints will be separated into categories, and then by the size of the mounting and judged accordingly. Images that are 14 inches or smaller on its longest side, including mounts, will be judged as a small print and be judged at a distance of 6 feet. Those images measuring larger than 14 inches on the longest side will be judged as a large print and viewed at a distance of 9 feet. In competitions where we will be judging both large and small prints, the small prints will be judged first.

7. JUDGING AND SCORING

- 7.1 **GENERAL GUIDELINES:** Both print and digital competition judging is generally held the week prior to the general meeting. The week after the judging, at the general meeting, entered digital images will be shown along with their scores. Prints will be displayed with names and scores attached for members to view and enjoy.
- 7.2 **JUDGES:** Judging will be done by 3 club members who are either photographers of reputation who have been approved by the Vice President of Competition or are a member who has attained a minimum of 400 merit points and at least 15 honors in club competition and has been trained by the VP of Competition. Ideally, a different set of judges will be chosen for each competition month.

7.3 SCORING: Digital judging shall be done remotely, the images being sent via Dropbox and judged from each of the judges' homes and viewed on their personal computers. Each judge will return his scores to the VP of Competition within a few days of receiving the images. Judges shall use a scoring range of 6-15 points. The average of the judge's scores shall be used as the final score for the entry.

A judge shall not give a score if the image is recognized as his/her own or that of a family member. In this case, the zero score will be replaced by the average of the other two judge's scores.

A judge shall contact the VP of Competition if he feels the image does not meet the criteria for the category. The scorer will then call for a discussion among the judges, usually via email. The images will then be reevaluated. If the judges are in agreement, the image will be disqualified. It can then be entered in a future competition in the appropriate category. See Section 2.4.

The VP of Competition will call for a re-judge and discussion and ask the judges to reevaluate their score if there is a three-point gap between the highest and lowest scores shown, avoiding a possible error. At that point the judges will re-score the image and the resulting score will replace the original.

7.4 TITLES: Titles shall be read before the image is judged. The maker's name remains unknown to the judges until the final scores are revealed at the club meeting.

7.5 SCORING CRITERIA: A score of 15 is recognized as a Top Honor. Scores 12-14 Honors; 6-11 Accepted. The basis on which the judge shall score an image is as follows:

- **15) EXCELLENT** - A judges highest score. A 15 is an image of highest quality in all technical and compositional respects with impact. Impact is exhibited when a photograph is striking and has an immediate and strong effect on those viewing it.
- **(14)** Image is better than the previous score of 13, but not quite a 15.
- **(13)** The score is better than a score of 12 (above average)
- **(12) ABOVE AVERAGE** - The image is excellently lighted and superbly composed with no noticeable technical flaws in such things as focus, color, slanted horizon, distracting backgrounds or empty foregrounds. All elements of the image work together.
- **(11)** Image is better than previous score of 10, but not quite a 12.
- **(10)** Image is better than a score of 9 (average)
- **(09) AVERAGE** - This image is properly exposed, correctly focused and has good composition. It is acceptable but does not generate any special interest or stir emotions. Technical flaws are not immediately obvious. It is the quality of an image that most hobbyists should be able to achieve as a minimum standard. It has the technical proficiency that modern auto-exposure cameras allow.
- **(08)** Some technical flaws are apparent, the image is not sharp, shows poor exposure or poor composition.
- **(07)** Better than a score of 6, but still shows significant technical flaws.
- **(06) WELL BELOW AVERAGE** – This image exhibits many technical flaws in areas of exposure, focus and composition.

8. AWARDS

- 8.1 **MERIT POINTS:** Merit points are earned for acceptances and honors in monthly competitions. Members are credited with the score given their entries. These totals will be added to the member's total accumulated LIFETIME merit points. Merit points continue to accumulate as long as he/she is a dues paying member of the club.
- 8.2 **MERIT AWARD LEVELS:** The merit awards system is a method of recognizing the acquired talent and skills of each photographer. As merit points are accumulated the following awards are presented to the member when each goal is reached.

POINTS	AWARD
200	Certificate of Excellence
600	Masters Award
1500	Senior Masters Award
3000	Grand Masters Award
5000	Star Masters Award
7000	Diamond Masters Award
10,000	First Galaxy Award
14,000	Second Galaxy Award
19,000	Third Galaxy Award
25,000	Diamond Galaxy Award

- 8.3 **YEAR TO DATE SCORES:** In addition to the member's total lifetime merit points, the scores earned in the current calendar year are calculated for each division and as a whole for purposes of determining the division award winners and the Photographer of the Year Award.
- 8.4 **PHOTOGRAPHY HALL OF FAME:** The Photography Hall of Fame was introduced in 2001. The Hall of Fame award honors members who have made significant and outstanding contributions to the club. Honorees are recognized for their years of participation in club activities, competition, a willingness to share their photography knowledge and for promoting the advancement of the club. Any member can nominate someone who they feel meets the qualifications

for this Hall of Fame Award. Guidelines, criteria and a nomination form can be found on our website.

9. MEMBER GALLERY

9.1 GRCC GALLERY GUIDELINES: The Grand Rapids Camera Club maintains a gallery of member's images on its website for those who wish to participate. This gives you an opportunity to show other members some of your work and it also attracts new members when they see our fine images. You can provide up to 15 images and can change them at any time. Review the complete guidelines and instructions for submitting your images on the website by clicking on "Gallery Guidelines" at grcameraclub.org/documents_forms. Please do not hesitate to email our website administrator at webmaster@grcameraclub.org to get answers to any question you may have regarding the gallery.

10. OTHER COMPETITIONS

10.1 COMPETITIONS: The Grand Rapids Camera Club often enters our member's images, with their permission, in competitions which are sponsored by other organizations, such as the PSA Interclub Competitions. When doing so, we must adhere to the competition rules of the sponsoring organization. Rules and guidelines for outside competitions that we enter are found on the Documents and Forms page of our website.

END OF YEAR PHOTO COMPETITION

The Grand Rapids Camera Club holds its End of Year photo competition annually after the completion of the preceding years monthly competitions. Contrary to the monthly judging, the end of year competition gives members the opportunity to enter prints and digital images, competing with one another to win awards for the best of the years images. 1st, 2nd and 3rd place, honorable mentions and other special awards are presented to the winning members at the annual awards ceremony.

1. ELIGIBILITY

- 1.1 **QUALIFYING ENTRIES:** Images entered in the preceding competition year, (January through December), are eligible in the End of Year Competition as long as they were not disqualified. Entries must be entered in the same category in which they were originally entered. You are not allowed to move them to a different category. *Only* images entered in the preceding year's competition are eligible.
- 1.2 **LIMITS:** The number of entries allowed in each category will be determined by the board of directors on a yearly basis. You will be notified of such prior to the competition deadlines.
- 1.3 **DEADLINES:** The deadline for entries will be established each year by the board of directors. Digital images and prints must be entered by the deadline established in order to be eligible.
- 1.4 **ENTERING YOUR IMAGES:** You do not need to resend your digital images, as the images are kept on file for the year. An entry form is required sent to the VP of Competition, indicating both the category in which they were originally entered and the image titles. Prints can be brought to the general meeting or dropped off at the address provided before the established deadline.

2. JUDGES

- 2.1 **ELIGIBILITY OF JUDGES:** Three judges from outside the current club membership are selected by the VP of Competition and the Board of Directors. Members of other camera clubs or photographers of reputation may be considered for judging the End of Year competition as long as they or a member of their immediate family has not been a member of the GRCC for two years prior to the competition.

3. COMPETITION CLASS

- 3.1 **DIGITAL IMAGES:** There will be two classes, Class A and Star Class, in all categories with sufficient number of entrants and entries to support both classes.

At the close of the competition year, the VP of Competition will prepare a list without names, showing a member's average score. This will be computed based on a member's entries in the digital division the previous calendar year. The VP of Competition will present the information to a committee comprised of one or more board members, who then will determine a dividing point based on the grouping of the average scores.

CLASS A: Those members whose average score falls *below* the decided dividing point will compete in class A in all categories with a sufficient number of entrants and entries to support both classes.

STAR CLASS: Those members whose average score is *above* the decided dividing point will compete in Star Class in all categories with sufficient number of entrants and entries to support both classes.

3.2 EXCEPTIONS:

- **CATEGORY MINIMUMS:** If there is not a minimum of four (4) competitors in any one category, they will be combined with open entries in the appropriate class for their entries. Rules for the Open category will apply.
- **CLASS MINIMUMS:** If there is not a minimum of four (4) competitors in any one class, Class A or Star Class, the two classes will be combined and compete as one class.

3.3 **PRINTS:** All entries in all categories in the Print Division will compete as one class.

4. PROCEDURES

4.1 **TIME OF JUDGING:** The judging shall be held on a Saturday beginning in the morning and continuing until all images have been judged. The Grand Rapids Camera Club will provide lunch for the judges and the judging workers. The End of Year Competition is a closed competition and is not open to the general membership. If necessary, the competition may be held virtually, with the images sent via Dropbox to the selected judges. Places will be chosen via Zoom. The results of the competition shall be kept confidential by all present until the awards are presented at the Awards Ceremony held early in the year.

4.2 **MINIMUM WORKERS:** A minimum of workers is required and includes the president, VP of competition, the digital coordinator, a score keeper and print handler, as well as any additional workers the committee deems necessary to run the competition efficiently.

4.3 **JUDGING THE IMAGES:** All entries will be judged with an “in/out” system to reduce the number of entries to approximately 25% of the total entries. Each judge shall vote ‘in’ or ‘out’ on each entry. An entry is eliminated from further competition if two of the judges vote out. The judges will continue to go through complete rounds of entries until

approximately 25% of the entries is reached. These remaining images will be deemed Honorable Mentions.

If the judges have a difficult time reducing the images to the previously agreed upon number. The President or VP of Competition reserves the right to extend or reduce the number of images to be accepted as Honorable Mentions.

Should it become necessary to hold the competition virtually, the judges will give each image a score, rather than voting in or out, using a scoring range of 1-5. The top scoring images will then become Honorable Mentions.

- 4.4 PLACE RANKINGS: When the judges have reached the Honorable Mention limit, those images will be displayed for the judges to view and discuss, thus deciding on the 1st place print or digital entry. The remaining honorable mention images entered by the 1st place winner will be automatically awarded honorable mentions but removed from further consideration. The procedure is repeated for 2nd place if it is to be awarded. Third place, if it is to be awarded, shall be selected in a like manner after both the 1st and 2nd place makers images have been removed. All remaining images are awarded Honorable Mentions. Judging will continue in this manner for all divisions and categories until all winners have been selected.

If there are no remaining images in the honorable mentions after the 1st, 2nd, or 3rd place winner's entries are removed from further competition, entries may not be drawn from those previously eliminated. If this occurs, no place award will be given.

- 4.5 ORDER OF COMPETITION; Categories will be presented for judging in the following order: PRINTS AND DIGITAL: Creative, Photojournalism, Monochrome, Nature, Open, Portraiture, Scapes and Assigned.

When the Digital categories have been further divided into classes, all Class A categories shall be judged before the Star Class entries of the same category.

5. AWARDS

- 5.1 END OF YEAR AWARDS: End of Year awards, which may include trophies, ribbons or certificates, will be presented at our Awards Celebration to be held annually, usually at our February general meeting.
- 5.2 PLACE AWARDS: At least four (4) entrants are required in each category for a first-place award and a competition to be held. A minimum of six (6) entrants are required in a category to award both 1st and 2nd place. A minimum of eight (8) entrants are required in a category to award 1st, 2nd and 3rd place.
- 5.3 DIVISION AWARDS: Division winners in both Prints and Digital will be determined by the total year to date scores. A trophy will be presented to the top scorer in each division. In case of a tie, the tie will be broken by calculating the member's average score in their most entered category. After calculations are made, if a tie still exists, both members will be recognized.
- 5.4 PHOTOGRAPHER OF THE YEAR: The Photographer of the Year is the one individual who has attained the highest average score overall in all divisions. To be eligible, he/she must have entered
- A minimum of 40 entries during the competition year.
 - A minimum of 5 Assigned Subject entries across both divisions.
 - Images in 5 of the 7 remaining categories across both divisions.

The average score will be determined by dividing the sum of a member's total scores by the number of entries in both divisions combined. In case of a tie, the tie will be broken by calculating the member's average score in their most entered category, excluding Assigned. After calculations are made, if a tie still exists, Co-Photographers of the Year will be recognized.

If a print competition is not held during a competition year, because of unusual circumstances, the minimum of entries to qualify for photographer of the year will be 36.