

Photography Submission Criteria

- **The photographic component of your submission must be in digital form on a CD, DVD or USB flash drive.** If the project is being entered in multiple categories, the same CD, DVD or USB flash drive can be used for all of the photos as long as the photos for each category are contained within its own category folder.
- Photos may be taken with a digital camera or traditional film. If using traditional film, simply ask for your photos to be put onto CD, DVD or USB flash drive as digital images.
- To ensure that the film developer creates your digital images to the proper specifications, bring the **Digital Image Criteria Specifications** noted below to the film developers.
- If you are taking the pictures yourself with a digital camera, be sure to follow the specifications below when saving your images to CD, DVD or USB flash drive.
- Please call the CHBA – Victoria office at 250.383.5044 if you have any questions.

DIGITAL IMAGE CRITERIA SPECIFICATIONS

Submit one CD, DVD or USB flash drive for each project that contains the required images with the following specifications:

- Images can be horizontal or vertical.
- Digital images must be submitted as a .jpeg file, **1024 pixels on the long side, at 72 pixels per inch** resolution in RGB colour.
- Save the JPEG file at its highest quality setting (for Windows 10, Mac 12).
- Final file size for each image should be less than 5 megabytes.

NAMING FILES

- You must name files with project name, category number and sequence number (i.e. hilltop_cat12_1.jpeg).
- For Renovation Categories, please add to the sequence number a B to indicate a "before" image, and add an A to indicate an "after" image. (i.e. smith_cat4_1B.jpeg / smith_cat4_1A.jpeg).
- Once all relating "before" and "after" images are finished, continue with the numbering sequence. (i.e. smith_cat4_2.jpeg / smith_cat4_3.jpeg etc.)
- All images must be anonymous. Do not include people in your images unless required by the category. (This may not apply to "before" images in the renovation categories).

OTHER PHOTO REQUIREMENTS

- Please also submit one 8"x10" colour photo printed traditionally on photographic paper or digitally printed at **300 d.p.i.** on Pearl or Lustre surface "photo" paper (Ilford and Epson both make good quality papers) as requested by the category requirements (horizontal or vertical).
- If you are entering a renovation category please submit one 5"x7" "before" **and** one 8"x10" "after" image **of the same area.**
- These non-digital photos are required for our CARE Awards People's Choice Award contest display and the CARE Awards Gallery at the event.

PLEASE NOTE: If entering a project in multiple categories, all photos may be burned onto one CD, DVD or USB flash drive but ensure that the photos are contained within the correct category folder. The project statement text file may also be in the same folder.