

Bylaw 11. Conduct of the National Exhibition

INTRODUCTION

Under the Constitution of the Photographic Society of New Zealand Inc. (PSNZ) the Executive Officers have been given the power to create and set Bylaws that are applicable to the description of specific events, activities, jobs, portfolios and/or publications that fall within the operations of the Society.

Objectives of this Bylaw

This Bylaw is intended to outline the processes and jurisdiction given to the organising committee for the conduct of the National Exhibition so that they may organise a successful exhibition that promotes all aspects of the art and science of photography.

1. Name and Sections

The name of the exhibition will be 'The PSNZ SONY National Exhibition of Photography', where SONY is the name of the sponsor. (as at January 2020).

The exhibition will be divided into four sections:

- i. Open Prints
- ii. Open Projected Images
- iii. Nature Prints
- iv. Nature Projected Images

2. Objective

The objective of the exhibition is the promotion of all aspects of the art and science of photography.

3. Eligibility

Submissions for selection to the exhibition are open to any person residing in New Zealand and to members of the Society residing overseas.

4. Organisation

- (a) The exhibition will be held annually and will be conducted on behalf of the Society by a PSNZ subcommittee appointed by the PSNZ Council.
 - i. Appointments will be made for a maximum term of three years.

- ii. The appointment may be renewed at the end of the term.
 - iii. The subcommittee will include two to four members.
 - iv. The sub committee will be guided by the Councillor for National Competitions, and also report to said Councillor.
- (b) The National Exhibition Organising Committee may delegate to a club or clubs any part of the work involved, with such duties to be under its direct supervision and responsibility. A fixed fee may be paid.
- (c) Liaison with Council

The Exhibition Organising Committee must report, regularly or when requested to do so, to the Councillor for National Competitions, whose responsibility it is to supply the Exhibition Organising Committee with any information to give assistance in organising the National Exhibition.

- (d) Liaison with Convention Organisers

The Exhibition Organising Committee must liaise with the Convention Organising Committee and has the right to appoint one member of the Exhibition Organising Committee to be a member of the Convention Organising Committee (see By-Law 8(j)).

In particular, the Exhibition Organising Committee will liaise with the Convention Organising Committee to arrange the hanging of the prints and the projection of the projected images. The Convention Organising Committee is responsible for providing the exhibition venue and display stands.

- (e) The Exhibition Organising Committee must establish and operate a proper accounting system over the duration of its activities. This should utilise an accounting software package rather than be based on spreadsheets. The following are particular requirements to be adhered to:
- PSNZ has established bank accounts for use by the Organising Committee for the banking for the National Exhibition, and these must be the only bank accounts used by the Organising Committee for the PSNZ National Exhibition.
 - PSNZ is registered for GST and the PSNZ Treasurer will handle GST matters relating to the Exhibition.
 - The Exhibition Organising Committee must maintain a recognised accounting system that will enable GST to be identified from relevant transactions. PSNZ will provide such accounting software.
 - The Exhibition entry form must comply with GST legislation and regulations.
- (f) At least eight months prior to the Convention, the Exhibition Organising Committee will submit a budget for the exhibition to the Councillor for National Competitions for approval. This budget will be based on the guidelines and templates set out in the National Exhibition Manual.

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- (g) The Councillor for National Competitions will review the budget submitted by the Exhibition Organising Committee, and after obtaining any clarifications and/or changes from the Organising Committee as deemed necessary, will present it to Council for approval.
 - (h) Once approved, the Councillor for National Competitions will advise the Exhibition Organising Committee in writing, and the approved budget for the Exhibition will be the reference document for the management and control of the organisation and running of the exhibition.
 - (i) In the event that the Exhibition Organising Committee finds it likely that it will not be able to comply with the approved budget, the Exhibition Organising Committee will advise the Councillor for National Competitions, and will as soon as possible thereafter, submit its proposed revisions to the approved budget to the Councillor for National Competitions, for approval.
 - (j) The Councillor for National Competitions will handle any requests for changes to the approved budget as quickly as possible, following the same procedures used for the original budget as set out in clause 11(4)(g). Once approved, the revised budget will become the approved budget and will be used as the approved budget as specified elsewhere in this Bylaw.
 - (k) The Exhibition Organising Committee will close out the exhibition as rapidly as possible at its conclusion. No later than four months after the Convention, the Exhibition Organising Committee will submit through the Councillor for National Competitions, a set of financial reports for the National Exhibition.

5. Venue

The National Exhibition will be exhibited at the National Convention of the Society.

6. Notification

Notification of the National Exhibition entry opening and closing dates are to be sent to each member of the Society and to each PSNZ affiliated club no later than two months before the closing date for entries.

7. Entry Fee

The National Exhibition entry fee for PSNZ members will be the amount as recommended by the Exhibition Organising Committee to PSNZ Council. The entry fee for non-PSNZ members is to be set at 25% more than the entry fee for PSNZ members.

Entry fees are payable at the time the entry is submitted.

8. Entries

- (a) An entry consists of a maximum of four prints or projected images in each section. Any image accepted in any previous National Exhibition is ineligible for entry in any further National Exhibitions.

- Images that in the opinion of the Selectors are too similar to images previously accepted will be rejected.
- (b) An image, or very similar image, may only be entered in one section in any one year.
- (c) PSNZ Council reserves the right to request the original or RAW file(s) to ensure compliance with any rules.

9. Processing

All entries must have been made by the entrant but may be trade processed.

- (a) Prints may be monochrome, colour processed or toned, or any combination thereof.
- (b) Optically created images, film or digital, manipulated or enhanced by either darkroom or electronic processing or art-working, are all acceptable for entry into the open sections.
- (c) Composite images must contain only original work by the photographer.
- (d) Any manipulation of images must be done by the photographer or at the specific direction of the photographer.
- (e) Images generated solely by electronic means (e.g. Fractals, etc.) are not eligible for entry into any section of the exhibition.

10. Size of Prints

- (a) Prints may be any size provided they are mounted on a base having a minimum of 230mm x 180mm and a maximum of 500 x 400mm.
- (b) Maximum thickness is not to exceed 12.5mm.
- (c) Prints must be submitted to an exhibition standard.

These dimensions are to include the matt board, if used.

- (d) Prints must not be under glass or framed.

11. Size of Projected Images

- (a) Images must be saved as a JPEG with a maximum of 3840 pixels on the horizontal side and a maximum of 2160 pixels on the vertical side.
- (b) It is recommended that images be saved in the sRGB colour space.
- (c) Images will be displayed in the sRGB colour space on a black background at a screen resolution of 3840 horizontal and 2160 vertical pixels.

12. Identification of Prints

- (a) Prints may have a title on the face of the print or mount. For Nature entries, scientific, common names or technically descriptive titles must be used.
- (b) On the back of the prints the entrant must put his/her name and address and number to agree with the entry form and any other information which the entry form may specify.

13. Identification of Projected Images

- (a) All projected images must be titled.
 - For Nature entries, scientific, common names or technically descriptive titles must be used.
- (b) The file name of a projected image should be identical to the title on the entry form and must not include the name of the photographer.

14. Projection

The equipment used for exhibiting the accepted projected images at the National Convention shall be able to project at a native resolution of at least 3840 pixels horizontally and 2160 pixels vertically and with a rating of no less than 3000 lumens.

15. Hanging Prints

- (a) The accepted prints will be displayed to advantage and should have adequate display lighting.
- (b) Prints will not be affixed to their display stands by staples, pins, or by any method which is likely to damage the print or mount.
- (c) The accepted prints should be identified so that viewers may readily identify them from the National Exhibition catalogue.
- (d) The accepted prints should be displayed in one group.
- (e) While the Convention Organising Committee is responsible for providing the venue and display boards, the Exhibition Organising Committee is responsible for the hanging and removal of the exhibition.

16. Exhibition Catalogue

The Exhibition Organising Committee is responsible for the preparation before the National Convention of a catalogue containing the following information:

- (a) The names of those entrants in each section whose entries have been accepted.
- (b) The titles (if any) of the accepted prints and projected images.

- (c) The awards in each section.
- (d) The images of the trophy and award winners and honours only, with the name and title.
- (e) The National Exhibition statistics, as directed in the Exhibition Manual.

A copy of the National Exhibition catalogue should be given to every entrant and every person registering to attend the National Convention.

17. Return of Entries and Permanent Collection

- (a) All prints will be returned to the entrants no later than four weeks after the close of the National Convention.
- (b) Every entrant will be sent a copy of the Exhibition Catalogue and any acceptance cards awarded no later than four weeks after the close of the National Convention.
- (c) The Exhibition Organising Committee will use all reasonable care to protect the prints and projected images but neither it nor the Society shall be responsible for any damage to, or loss of, any of the entries.
- (d) Each winner of a Gold Medal and Trophy awards in National Exhibition may be invited by the Councillor responsible for the Society's Permanent Collection to donate that entry to the Permanent Collection.

18. Reproduction

Unless the entry form denies the right to reproduce, the entrant agrees to the following rights of PSNZ:

- (a) The right to make one or more copies of the entry.
- (b) The right to use the copies for the marketing purposes of the Society.
- (c) The right to reproduce the entry in the National Exhibition catalogue.
- (d) The right to reproduce the entry in newspapers, magazines or elsewhere as publicity material for the National Convention and/or the Society.

19. Trophies

All permanent cups and trophies may be held by the award recipients for one year, (excluding the Ratcliff Marine Award where a plaque is held) but may not be taken out of New Zealand.

- All trophies must be returned to the Society upon request.

All miniatures, medals and ribbons may be retained by the recipients.

20. National Exhibition Selection

- (a) A selection panel consists of three persons.
 - i. Three panels will be appointed, one each for the Open Print, Open Projected Image and Nature sections.
 - ii. At least two members of each panel should be PSNZ Accredited Judges. The third member may be an Accredited Judge or someone with suitable judging experience and expertise within the Society or be a recognised judge of a professional photographic society.
 - iii. A coordinator will be appointed to lead each panel. The coordinator will be a PSNZ Accredited Judge with previous experience selecting for a National Exhibition.
 - iv. The Councillor for Competitions will request the names of suitable candidates from the Judge Accreditation Panel and will present them to Council for approval. The Exhibition Organising Committee will invite those named to the selection panels. Any reserve names should not be approached unless required.
- (b) The Selectors are to be advised that there is no minimum or maximum numbers of images for acceptance.
- (c) No later than one month prior to selection day, all selectors are to be supplied with the appropriate section of the National Exhibition manual, Bylaws, and a copy of the entry form.
- (d) Selection of projected images shall be done by viewing the images on either:
 - i. A projector with identical specifications to that which will be used to exhibit the images at the National Convention as described in clause 14; or
 - ii. Using a large (at least 24 inch), calibrated monitor with a native resolution of at least 3840 pixels horizontally and 2160 pixels vertically.
- (e) All entrants will receive notification of the results of the selection within 10 days of the selection.

21. Awards

The following trophies may be awarded. Only one award will be made to any one print or projected image.

- (a) **Prints only**
 - The **Maadi Challenge Cup** and gold medal for the best monochrome print.
 - The **George Chance Colour Print Trophy** and gold medal for the best colour print.
 - The **H.S. James Landscape Print Award** and gold medal for the best landscape print.

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- The **Shirley Peverill Memorial Trophy** and gold medal for the best print which illustrates photojournalism.
 - The **Ronald D Woolf Youth Award** and silver medal for the best print entered by a photographer who is under the age of 25 years on 1st January of the year of the National Exhibition.
 - Proof of the entrant's age will be required.
 - The Award may be made to an entrant once only and includes the Ronald D. Woolf Youth Trophy, silver medal and subsidy for National Convention attendance. In addition, PSNZ provides complimentary membership to the Society for the remainder of the financial year, plus the following 12 months.
 - The **PSNZ Trophy** and gold medal for the best portrait, prints.
 - The **Ron Willems Medallion** for the most successful photographer in prints.
- (b) **Projected Images only**
- The **Robinson Cup** and gold medal for the best projected image.
 - The **Brian Brake Memorial Award** and gold medal for the best projected image which illustrates photojournalism.
 - The **Eric Young Memorial Trophy** and gold medal for the best landscape projected image.
 - The **Arthur Bates Trophy** for best monochrome projected image.
 - The **PSNZ Trophy** and gold medal for the best portrait, projected images
 - The **Ron Willems Medallion** for the most successful photographer in projected images.
- (c) **Prints and Projected Images**
- The **Richard Ratcliff Marine Award**, a plaque and a gold medal for the best maritime print or projected image.
 - The **William C. Davies Memorial Trophy** and a gold medal for the print.
 - The **Geoff Moon Nature Trophy** and a gold medal for the projected image which best illustrates New Zealand Nature.
- The decisions shall be based on the scientific interest and value of the entries as well as the photographic skill displayed.
- (d) The Selectors may make the following awards in each section:
- Silver medals – maximum of two.
 - Bronze medals – maximum of three.
 - Honours ribbons – maximum of five.

The overriding requirement is that the total of the above awards and trophies is not more than ten per cent (10%) of the number accepted in each section, and not less than five percent (5%).

- (e) An acceptance card will be issued for each print and projected image acceptance.

22. Subject Definitions

Subject definitions shall be as specified in the PSNZ Definitions Policy document.