



**Photographic Society
of New Zealand Inc.**

Bylaw 18 - Conduct of the Regional 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 responsibilities for the conduct of Regional Exhibitions so that they may be organised and conducted in a consistent manner that promotes all aspects of the art and science of photography.

1. Name and Sections

The exhibition shall be known as the PSNZ Regional Exhibition. Regional Exhibitions may be conducted in conjunction with a PSNZ Regional Convention or other event approved by Council.

The Exhibition will be divided into four sections:

- Open Prints
- Open Digital Images
- Nature Prints
- Nature Digital Images

2. Objective

The objective of the Regional Exhibition is the promotion of all aspects of the art and science of photography and the encouragement of photographic excellence within the region.

3. Eligibility

Entry is open to:

- PSNZ members residing within the region in which the Exhibition is being conducted.
- Members of PSNZ-affiliated clubs within that region.
- PSNZ members and members of PSNZ-affiliated clubs from other regions who are attending the associated Regional Convention.

4. Organisation

(a) The Councillor responsible for Events has overarching responsibility for the Regional Convention, of which the Regional Exhibition is a part.

(b) The Councillor for Salons has direct responsibility for the Regional Exhibition and shall report to the PSNZ Council regularly.

(c) The Regional Exhibition shall be conducted on behalf of PSNZ by a Exhibition Organising Committee appointed by the host region or host convention committee.

(d) The Exhibition Organising Committee shall be responsible for:

- Administration of entries.
- Appointment and coordination of selectors.
- Exhibition preparation and display.
- Awards and certificates.
- Publication of results.
- Financial management in accordance with PSNZ policies.

(e) Liaison with Council

The Exhibition Organising Committee must report regularly, or when requested, to the Councillor for Salons, who is responsible for providing relevant information and assistance in organising the Regional Exhibition.

(f) Liaison with Convention Organisers

The Exhibition Organising Committee must liaise with the Convention Organising Committee and may be invited to nominate one member of

the Exhibition Organising Committee to be a member of the Convention Organising Committee.

- i. In particular, the Exhibition Organising Committee will liaise with the Convention Organising Committee to arrange the hanging of the prints and the display of the digital images.
 - ii. The Convention Organising Committee is responsible for providing the exhibition venue and display stands.
 - iii. The Exhibition Organising Committee is responsible for arranging the handling of prints, and the creation of AV's to display digital images.
 - iv. Twenty Five percent (25%) of the total cost of the convention display stands is to be built into the exhibition budget.
- (g) Following completion of the Exhibition, the Organising Committee shall provide a report, including financials, to the Councillor for Salons within two months.
- (h) A fixed fee will be paid to the club; the amount of which will be determined by Council.

5. Budget

The Exhibition Organising Committee will use the PSNZ financial system over the duration of its activities. The following are requirements to be adhered to:

- (a) PSNZ has established bank accounts for use by the Exhibition Organising Committee for the banking for the Regional Exhibition, and these must be the only bank accounts used by the Exhibition Organising Committee for the PSNZ Regional Exhibition
- (b) PSNZ is registered for GST and the PSNZ Treasurer will handle GST matters relating to the Exhibition.
- (c) The Exhibition entry form must comply with GST legislation and regulations.
- (d) At least eight months prior to the Regional Convention, the Exhibition Organising Committee will submit a budget for the exhibition to the Councillor for Salons for approval.

- (e) The Councillor responsible for Salons will review the submitted budget, and after obtaining any clarifications and/or changes from the Exhibition Organising Committee as deemed necessary, will present it to Council for approval.
- (f) Once approved, the Councillor for Salons 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.
- (g) If the Exhibition Organising Committee finds it likely that it will not be able to comply with the approved budget, they will advise the Councillor for Salons and will as soon as possible thereafter, submit proposed revisions to the approved budget to the Councillor for Salons, for approval.
- (h) The Councillor for Salons will handle any requests for changes to the approved budget as quickly as possible, following the same procedures used for the original budget as laid out above. Once approved, the revised budget will become the approved budget and will be used as the approved budget as specified elsewhere in this Bylaw.

6. Venue

The Regional Exhibition will be exhibited at the corresponding Regional Convention.

7. Notification

Notification of the opening and closing dates for entries shall be distributed to eligible entrants and affiliated clubs no later than two months prior to the closing date.

8. Entry Fees

- (a) Entry fees will be the amount as recommended by the Exhibition Organising Committee to PSNZ Council.
- (b) The entry fee for non-PSNZ members may be set higher than the fee for PSNZ members.
- (c) Entry fees shall be payable at the time entries are submitted.

9. Entries

- (a) An entrant may submit a maximum of four images in each section.
- (b) An image, or substantially similar image, may only be entered in one section in any one year.
- (c) Any image accepted in any previous National Exhibition or Regional Exhibition is ineligible for entry in any further Regional Exhibitions. Images that in the opinion of the Selectors are too similar to images previously accepted will be rejected.
- (d) PSNZ reserves the right to request original files or RAW files to verify compliance with these rules.

10. Processing

- (a) All entries must have been created by the entrant.
- (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. The inclusion of stock images or the use of purchased textures is specifically prohibited.
- (d) Any manipulation of images must be done by the photographer.
- (e) Images generated solely by electronic means (e.g. Fractals, etc.) are not eligible for entry into any section of the exhibition.
- (f) Images created solely by, or containing elements created, substituted or removed using Generative Artificial Intelligence are not permitted.
- (g) The organising committee may request entrants to submit all the original files generated from the camera, and any multi layers image created in post-production.

11. 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. These dimensions are to include the matt board, if used.
- (b) Maximum thickness is not to exceed 12.5mm.
- (c) Prints must be submitted to an exhibition standard.
- (d) Prints must not be under glass or framed.

12. Size of Digital 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 to a standard at least that required for the National Exhibition.

13. 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 include the information specified in the entry form.

14. Identification of Digital Images

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

15. Regional Exhibition Selection

- (a) The selection panel will consist of three members.
- i. At least two members of the panel will 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.
 - ii. The Councillor for Salons 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 panel. Any reserve names should not be approached unless required.
- (b) Digital sections shall be selected in two stages:
- i. An initial round of selection conducted remotely. The selection panel will receive the digital images, with initial grades to be returned for collation no later than one week later.
 - ii. A final selection round and determination of awards will then be conducted via Zoom or similar means.
- (c) Selection for the Print sections (Open and Nature) will take place in person.
- (d) Each section will be judged independently.
- (e) The selection panel's decisions shall be final.
- (f) Results shall be communicated to entrants within a reasonable time following the final selection.

16. Awards

- (a) The following Gold Medals may be awarded for the following. Only one award will be made to any one print or image:
- Champion Open Print
 - Champion Open Digital Image
 - Champion Nature Print Image
 - Champion Nature Digital Image

(b) The selectors may also award in each section:

- One Silver Medal.
- Up to two Bronze Medals.
- Up to three Honours Awards.

(c) Acceptance Cards will be awarded to selected images in each section.

17. Subject Definitions

Open and Nature definitions shall be those specified in the current PSNZ Definitions Policy.

18. Display of digital images

The equipment used for exhibiting the accepted digital images at the Regional Convention shall be able to display at a native resolution of at least 4K (3840 pixels horizontally and 2160 pixels vertically).

19. 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 Regional 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.

20. Exhibition Catalogue

The Exhibition Organising Committee is responsible for organising the preparation a digital 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 digital images.
- (c) The awards in each section.
- (d) The images of the award winners and honours only, with the name and title.
- (e) The Regional Exhibition statistics of how total number of images and submitters entered each category and the number of accepted images.

A copy of the Regional Exhibition catalogue will be made available to all PSNZ members.

21. Return of Entries

- (a) All prints will be returned to the entrants no later than four weeks after the close of the Regional Convention.
- (b) Acceptance cards will be sent to entrants no later than four weeks after the close of the Regional Convention.
- (c) The Exhibition Organising Committee will use all reasonable care to protect the prints and digital images but neither it nor the Society shall be responsible for any damage to, or loss of, any of the entries.

22. 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 Regional Exhibition catalogue.

(d) The right to reproduce the entry in newspapers, magazines or elsewhere as publicity material for the Regional Convention and/or the Society.

23. Interpretation

Any matter not covered by this Bylaw shall be determined by the Councillor for Salons in consultation with the PSNZ Council.