

## **Application Requirements and Submission Guidelines**

The following application rules constitute the full requirements of eligibility:

1. **Eligibility:** Applicants must be presently engaged as a professional photojournalist. A professional photojournalist, for the purposes of the Getty Images Grants for Editorial Photography, is one who derives the majority of his or her income from documenting issues and events through still photography. Applicants must apply as individuals – collaboration and business entities are not permitted. Employees of Getty Images may not apply. Contributors to Getty Images who are not employees are eligible, however no more than one grant per round of grant judging will be awarded to Getty Images contributors. A Getty Images contributor, for the purpose of the Getty Images Grants for Editorial Photography, is a person who has an active editorial contributor agreement with Getty Images from the time of application submission through grant judging.
2. **License:** Applicants who are awarded grants have the opportunity to sign a one-year exclusive rights deal with Getty Images whereby their work will be marketed and available for license to customers worldwide through [www.gettyimages.com](http://www.gettyimages.com) while retaining copyright of their imagery.

Grant recipients' compensation under the agreement will be (i) fifty percent (50%) of the net license receipts in connection with the license of the photographs by Getty Images or any Getty Images office if Getty Images or the Getty Images office is located in North America; and (ii) thirty percent (30%) of the net license receipts in connection with the license of the photographs by Getty Images or any Getty Images Office if Getty Images or the Getty Images office is not located in the North America. All grant recipients will work with Getty Images' New York office.

### **Important Note:**

The cash grant of \$20,000 is considered compensation and may be subject to withholding tax. Grant recipients should be prepared to provide a U.S. Taxpayer Identification Number shortly after their grant is awarded in order that the grant can be presented to them in a timely manner. Getty Images will provide grant recipients outside the U.S. with detailed information and assistance in securing this number, if they do not already have such identification. Grant recipients living in the U.S. will be supplied with appropriate reporting information in the form of a 1099. Grant recipients living in other countries will receive 1042 income reporting forms.

3. **Application Submission Guidelines:** To ensure qualification of your application please adhere to all of the following guidelines.

Eligible applications must be submitted on a single multi-format (**Mac and PC compatible**) CD and shall consist of the following:

- a. **Completed digital version of the application form** available at [www.gettyimages.com/editorial-grants](http://www.gettyimages.com/editorial-grants) or found at end of submission guidelines document.
- b. **Project proposal** - In 550 words or less; explain the scope, significance, and journalistic merit of the project. Please use text only. Use no bullets, numbers,

tables, or special characters. Please provide a title for the project proposal at the top of the document. The proposal must be a Microsoft Word (.doc) or Text (.txt) document. Pdf, crw, jpg, and crt files are NOT accepted formats for proposals.

The document file name should consist of the applicant's name, followed by the word "proposal" with the appropriate file format suffix. (Example: davidjonesproposal.doc). Please do not use any special characters in filenames. Applicant's name should only be in the filename and must not be anywhere in body of text.

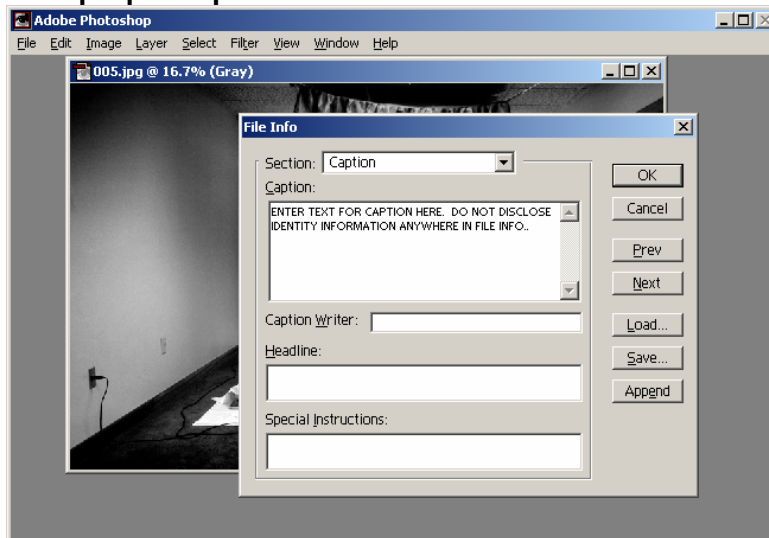
- c. **Portfolio of digital images** (jpeg file format) – Portfolios must consist of **30- 60 images** (photo essays, single images or a combination thereof) in accordance with the following specifications: Image files sized to longest dimension at 3000 pixels, 300 dpi, saved as jpegs with standard compression no lower than 8 on the jpeg scale.

For each image, **caption information must be included in the "File Info" section of the image file**. Captions must be written in English. For the purpose of unbiased judging, it is essential that the photographers name and contact information appear nowhere in the image metadata or file names.

**Important Note:**

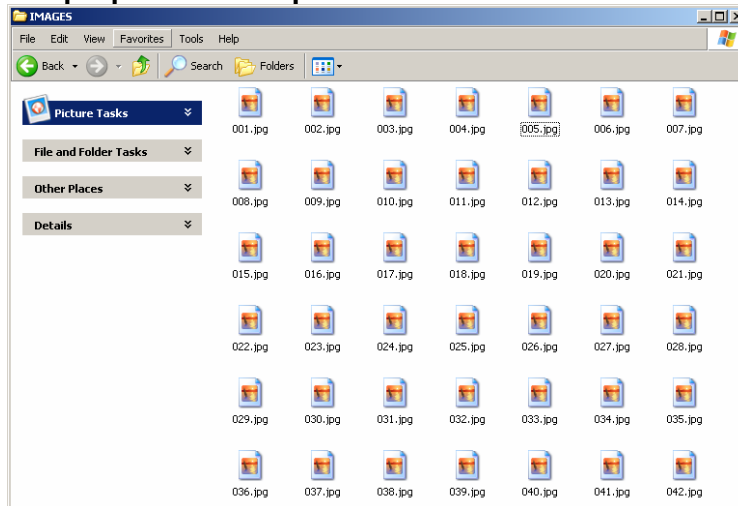
To ensure fair and unbiased selection, all proposals reviewed by the independent panel of judges are to remain anonymous. Submissions that contain a photographer's name and/or contact information within the file name, caption field or metadata will be deemed ineligible.

**Example of proper caption information:**



All images must be in **one** folder labeled IMAGES – do not use subfolders to divide stories or themes. Portfolio image files must be named according to the following protocol: Each image **filename must only be a consecutive three digit number (001.jpg, 002.jpg, 003.jpg... 060.jpg)** – please do not include any caption information in image filenames. Image files should be numbered and named in the order in which the photographer would like the images to be viewed.

**Example of proper filename protocol:**

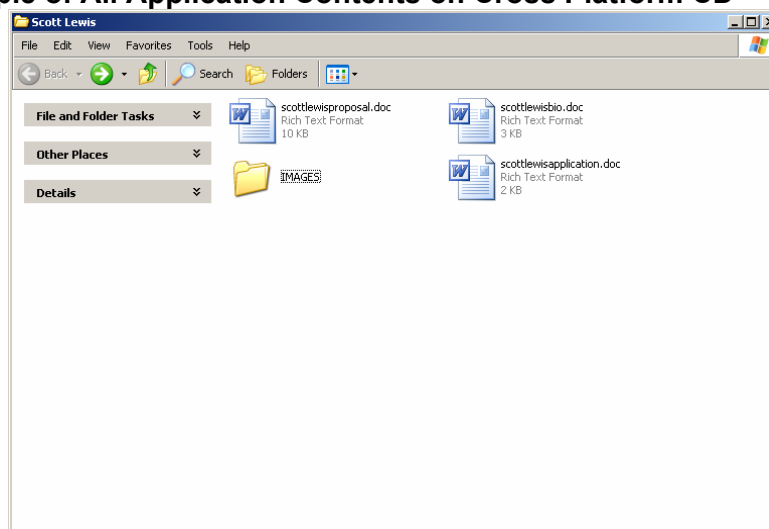


Please do not send prints, books, slides or transparencies; we will not judge images in formats other than digital. Any such materials will not be reviewed by judges nor returned to applicant.

- d. **C.V. or professional biography.** This one page document should appear on the application CD as a Microsoft Word or Text document.

The document file name should be the applicant’s name followed by the word “bio” with the appropriate file format suffix. (Example: davidjonesbio.doc)

**Example of All Application Contents on Cross Platform CD**



**Important Notes:**

In addition to the above, please enclose with your CD submission, a hard copy of the completed [application form](#). Your submission envelope should contain two items only: the CD as described above and the hard copy of the completed application form. Please be sure that your application CD is labeled with your name.

All applications will be reviewed by Getty Images to ensure that they meet application requirements and adhere to submission guidelines. **Applications that do not adhere to all submission guidelines will not be submitted to judges for consideration.**

Applicants may submit only one application per round of grant selection. However, there are two rounds of grants awarded each year, offering photographers multiple opportunities to submit new projects for consideration. In addition, a photographer may submit a project that was not awarded a grant in round I, for consideration in a subsequent round. Otherwise, applications will not be carried forward from one round to the next.

Each application must contain only one project proposal.

Applications must be submitted in English.

There is no fee to apply for the Getty Images Grants for Editorial Photographers. However, applicants are required to pay for all shipping, duties or taxes relating to application submission.

Getty Images and its agents will not be responsible for loss of submissions. As submissions will not be returned, applicants are urged to keep duplicates for their records.

Getty Images reserves the right to amend grant rules and submission guidelines for the Grant for Editorial Photography program. If any such amendments should occur, they will be posted to [www.gettyimages.com/editorial-grants](http://www.gettyimages.com/editorial-grants) 30 days prior to each application deadline date.

Questions? Please call the following New York telephone number:  
+1 646.613.4056. We'll respond to your inquiry as quickly as possible.

Please mail the application CD along with a **signed print-out of the completed application form** to:

**GETTY IMAGES GRANTS FOR EDITORIAL PHOTOGRAPHERS  
75 VARICK STREET, FIFTH FLOOR  
NEW YORK, NY 10013**

4. **Deadlines:** Applications for the two grants awarded in February 2007 must be postmarked by November 15, 2006. Applications for the three grants awarded in September 2007 must be postmarked by May 15, 2007.

5. **Contact and Communication:** Grant judges and/or Getty Images employees may contact grant applicants for further communication relating to the grant application.
6. **Intellectual Property:** Getty Images assures applicants that all materials and ideas contained within the application will not be used by Getty Images or grant judges for any purpose other than the grant review and selection process.
7. **Selection Criteria:** Grants will be awarded by independent judges, each selected by Getty Images for his or her talent and industry experience. Selection will be based on judges' determination of applicant's ability to execute the submitted project with compelling visual narrative in documentary feature format, taking into account the caliber of portfolio, project merit and professional ability.
8. **Selection Notification:** Winners of the round I grants will be notified in the month of February of each program year. Winners of the round II grants will be notified in the month of September of each program year. A list of grant recipients will be published at [www.gettyimages.com/editorial-grants](http://www.gettyimages.com/editorial-grants).
9. **Publication of Final Project:** Each grant recipient will have nine months, with a start date to be mutually agreed by the recipient and Getty Images, to complete their project. After project completion, each grant recipient have the opportunity to sign a one-year exclusive rights deal with Getty Images whereby their work will be marketed and available for license to customers worldwide through [www.gettyimages.com](http://www.gettyimages.com), while retaining copyright of their imagery.
10. **Publicity:** Each grant recipient allows Getty Images the right to use his or her name, likeness, biographical information, and grant project images in connection with any and all promotion and publicity, including exhibitions of the Getty Images Grants for Editorial Photography or Getty Images.

Please complete, legibly, the following application form.

## Getty Images Grants for Editorial Photography Application Form

**Applicant Name:**

(last, first, middle)

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**Home Address:**

(street/ P.O. box)

(apt.)

(city/ town)

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(state/ province)

(postal code)

(country)

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**Work Address:**

(street/ P.O. box)

(apt.)

(city/ town)

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(state/ province)

(postal code)

(country)

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**Telephone & Email:**

(home telephone with country code)

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(mobile telephone with country code)

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(work telephone with country code)

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(email)

(alternate email)

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What is the best way for us to contact you?

I certify that I have read and will comply with all of the Getty Images Grants for Editorial Photography application requirements and submission guidelines.

Signature:

Date:

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Questions? Please call the following New York number: +1 646.613.4056

Please put a digital copy of this application form on your application CD, and print and sign a hard copy of this form, enclosing it with your CD. Send the application form and the CD containing all documents and images to Getty Images at the following address:

**GETTY IMAGES GRANTS FOR EDITORIAL PHOTOGRAPHERS  
75 VARICK STREET, FIFTH FLOOR  
NEW YORK, NY 10013**

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