



NJFCC- Club Print Chair Instructions 2008/2009 Season

Dear "Inter-Club Print" Chairperson,
 If you are not the person for this task in your club, would you please notify me of the correct contact person, and forward this information to your appropriate chairperson. We hope your club will compete not only to represent your club at the state level against the other clubs, but also to provide your members a chance for additional judging and recognition for their work.

This CLUB PACKET includes:

1. **This instruction sheet.**

2. **NJFCC Print Labels:** The quantity of print labels being supplied is sufficient for the Annual Fall Competition. I have limited the amount to be distributed, as some clubs have labels left from last year. If you need more pre-printed labels, please contact me in advance of competition. If you should run out of labels and not have time to get labels from me, there is printable copy available online http://njfcc.org/competition_2.htm. When using the online version you may print it out a sheet of labels (Avery 5164/8164), or on plain paper. If using plain paper, securely tape it to the back of the print in the same area you would adhere a label (upper right corner), making sure there is no tackiness on the tape front. All labels must be secure. Please remember a print can be disqualified if it can cause damage to another print.

This year, there are NO Entry Forms attached. Because the forms are multiple page for each competition, the forms are to be downloaded (3 files) by YOU from the "competition section" of the NJFCC website.

Scoring: Prints will continue to be on 3-9 point system (for each judge)

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| 9= Medal/Plaque candidate | 6= Better than average, but not at HM candidate |
| 8= Merit Award (MA) Ribbon candidate | <u>5= Average</u> |
| 7=Honorable Mention (HM) Ribbon candidate | 3-4= Below Average |
| | 0-2= <u>not to be given by a judge</u> |

Winner Selections- (Based on a three judge panel):

Medal/Plaque Winner- The best of the 27's. If no 27's, the best of the next lower score.

Merit Award Ribbon Winner- Those with the same score and the next lower score of the medal winner.

Honorable Mention Ribbon Winner- Will be determined from those that fall below the Merit Awards. Number of HM's will be determined by the number of entries. Exact percentage to be determined by the NJFCC Print Chair at the time of competition. **A score of 21+ does not guarantee an award.** The total awards will be about 20% of the entry pool.

The 2008/2009 Schedule of NJFCC Print Competitions is as follows:

Competition Title	Submission Deadline	Max. # Entries per Club / Cat.	Max.# entries Member/Category	# Categories	Host Club	Host Date	Delivery @ NJFCC
Fall Prints	10/20/08	18	3	4	Plainfield CC	11/18/08	10/20/08
Spring Prints	01/19/09	18	3	4	HUB	02/10/09	01/19/09
Tops In NJ	3/16/09	Unlimited	1	2	Cranbury CC	4/8/09	03/16/09

The deadlines coincide with Delegate meeting dates prior to competition.

Entry forms: The entry form files on the NJFCC website are in Microsoft Word format. All information can be typed directly into the form, and then printed out. Or you may print out the form and hand write in the data, remember that neatness does count. If a form is illegible and cannot be verified prior to a competition, it is subject to disqualification. Entry forms must be submitted in duplicate (2 copies of each form). Duplicates are needed by the NJFCC in order to supply your club with a scored sheet. You only need print & submit the entry forms for the categories that your club is entering.

Submissions must have:

1. **Submission Fee Check:** Made payable to **NJFCC**. The amount will be determined by the total number of categories entered @ \$ 4 each. For example # cats = 4, @ \$4 each = \$16 (4x\$4=\$16)
2. **Entry Form in duplicate:** All forms must be completely filled out with titles, maker, club, etc. **Duplicate copies are required.**
3. **NJFCC Print Labels:** completely filled out and mounted on the back upper right corner of all the entries.
4. **If return by mail is desired:** Please enclose postage (check) and return name and address. All mailings of submission or returns must be via Priority Mail or better services. All mailed/returned submission must be in a secure photo mailing case.

Consult the "NJFCC Competition Flyer" for specifics on the print submission procedures, multi-club entrants, re-submissions, returns, fees per category, etc. There you will also find the definitions of the categories of Class B, and Class A, etc. A PDF copy of the flyer is available on the NJFCC website. Please make it available to your members, as a print out at your meetings, or via your clubs website.

Recent Changes: Minimum image size is 8" x 10" or 80 Square inches. The maximum entry per photographer is 1 for the TOPS in NJ competition.

Returns: Your clubs prints, a scored form, any ribbons/medals will be returned to your delegate at the NJFCC Delegates meeting after the competition. Entries will be returned by mail if return postage and appropriate mailer is provided. **No returns will be made at the competitions.** Even if your club is the host club, I cannot return prints to you that night.

If you ever have any concerns, have questions, or need more labels feel free to contact me.

Regards,
Stacey Lindley,
NJFCC Print Chairperson
StaceyLindley@Comcast.net
201-412-8766
PO Box 44
Verona, NJ. 07044