



NJFCC- Club Print Chair Instructions 2009/2010 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, or prefer to fill them out electronically then and print them. 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 on the NJFCC website. 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 lacks a label or if it can cause damage to another print. The labels were distributed with packets given out at the August 2009 Delegates meeting. A link will be provided in packets that are emailed.

This year, there are NO Entry Forms attached. Because the forms are multiple pages for each competition, the forms are to be downloaded by you from the "competition section" of the NJFCC website. Forms may be handwritten, or filled out electronically.

Scoring: Prints will continue to be scored on 3-9 point system.

- 9= Medal/Plaque candidate
- 8= Merit Award (MA) Ribbon candidate
- 7=Honorable Mention (HM) Ribbon candidate
- 6= Better than average, but not at HM candidate
- 5= Average
- 3-4= Below Average

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 as the Medal winner. If no other entries receive the same score as the Medal winner, the Merit Awards will be awarded to the next lower score.
- Honorable Mention Ribbon Winner-** Will be determined from those that fall below the Merit Awards.

The total number of entries awarded will be about 20% of the entry pool.

The 2009/2010 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	10/01/09	18	3	4*	Plainfield CC	10/20/09	10/06/09
Spring Prints	02/01/10	18	3	4*	Gateway	02/17/10	02/01/10
Tops In NJ	03/30/10	Unlimited	1	2	Teaneck	04/13/10	03/01/10

Entry Requirements/ *Number of Categories: NEW for 2009/2010 season. The NJFCC has instituted a minimum entry requirement. A class must have five (5) separate entrants in order for the class to have its own competition. If five (5) persons do not compete, the class will be combined with the other class in the division to form one A Class. In fairness to Class B makers, they will have the opportunity to withdraw their entry if minimum participation isn't met. Class B makers that get combined into Class A, will **not** be automatically promoted to Class A and will acquire promotion points based upon existing promotion rules. Specific instructions for Class B makers can be found on the Entry Forms.

Entry forms: The entry form files on the NJFCC website are in Microsoft Word format. All information can be typed directly into the form. 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. **New for 2009/2010 Entry forms do NOT need to be entered in duplicate. Additionally entry forms can (and are preferred) to be emailed to me at StaceyLindlev@comcast.net.** You only need print & submit the entry forms for the categories that your club is entering.

Entry Fee:

New for the 2009/2010 Season. The entry fee is a flat fee of \$5 per competition. This flat fee is regardless of how many divisions your club enters.

Submissions must have:

1. **Submission Fee Check:** Made payable to NJFCC. **New for the 2009/2010 season: The entry fee will be a flat charge of \$5.00 per competition**
2. **Entry Forms:** All forms must be completely filled out with titles, maker, club, etc. **New for 2009/2010 Class B makers must indicate whether or not they want to participate in a combined class in the event that entry requirements aren't met.** Duplicate copies are no longer required. Forms may be emailed to me at StaceyLindley@comcast.net, in advance of the receipt of the prints themselves or presented with the prints.
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 (checks made out to Stacey Lindley or cash) 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.

Size Requirements:

The minimum image size is 8" x 10" or 80 square inches. The maximum size (image or image plus backing/mounting) is 16" x 20". Prints measuring 16"x20" must be mounted on a 16x20 mat or foam board. For 16x20 images, the mount must not extend beyond the border of the image. However if your image is smaller than 16x20 your mount can be as large as the acceptable size of 16x20.

Mountings/matting:

- Prints may be mounted on mat board or thin foam core. Images mounted on oak tag will be disqualified.
- Prints must be securely mounted. Any print not secured is subject to disqualification.
- No over matting/window matting is allowed.
- No signatures, copyrights, titles or any other marking may be present on the front of the image or mount.

Any entry in violation of these rules will be disqualified.

Mono Chrome Definition (updated May 2009) The NJFCC definition of Mono Chrome is

A print having no more than two colors (a monochrome plus one other color) with allowance for the use of one additional color to be used as a small accent color. The accent color must be used only as an accent, and cannot take up a large amount of the print. The Print Chair reserves the right to disqualify any image where the accent color is over used. Additionally the judges will be instructed on the rules of accent color before scoring.

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
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