

SALON Guidelines

1. Salon Rules

Very important – READ the rules of each Salon very thoroughly. The guidelines are Salon specific and very clear. Please follow the guidelines to ensure that you do not risk your photographs to be disqualified.

2. Entries

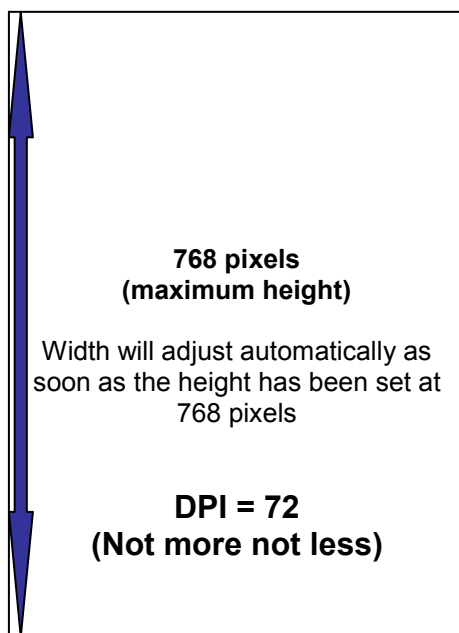
(Old Process): Please ensure that you **complete the Entry form correctly**. An example of a correctly completed form has been placed on our website.

New process: simply follow the steps on **Photo Vault**. See **Photo Vault** document on the web under Info, Documents, for a step-by-step process when entering on Photo Vault for the first time.

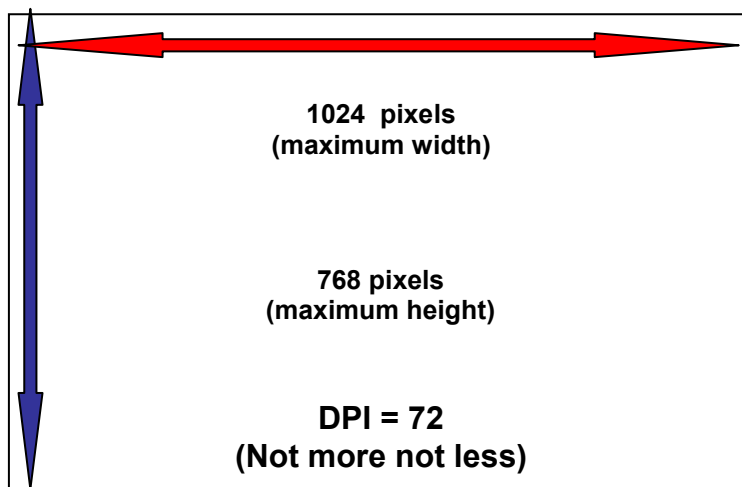
3. Sizing

Very important – **CORRECT** sizing of your photographs is essential. All photographs with incorrect sizing will be disqualified.

Portrait Crop



Landscape crop



4. Proof of Payment

Old Process:

Very important – remember to send proof of payment to the e-mail address appearing in the Salon Rules document.

New Process:

Upload your proof of payment document on Photo Vault before finalising your Salon entry.

5. Naming

Old process

Ensure that your photographs are named correctly when using the old entry form. You have to ensure that you name your photographs in exactly the same naming convention as on your entry form. **Do not use underscore_ sign, use the - - - - - sign.**

Pay special attention which category appears first on your entry form in the old entry process and name your photographs accordingly.

Example:

Category – Harvest Time

Harvest Time	a1-	Potlood piet	-	Green wheatfield	.jpg
	a2-	Potlood piet	-	Sunflower crop	.jpg
	a3-	Potlood Piet	-	Harvested to dry	.jpg
	a4-	Potlood Piet	-	Harvesting is done	.jpg

The category that appears first on the entry form will always start with an a. The categories that follow will continue to be b, c, d, etc., depending on how many categories the specific Salon has.

Photographs should be named exactly the same as it was entered on the entry form. (Old Process)



a1-Potlood Piet-Green wheatfield.jpg



a2-Potlood Piet-Sunflower crop.jpg



a3-Potlood Piet-Harvested to dry



a4-Potlood Piet-Harvesting is done

If photograph names do not exactly match the names on the entry form it will be disqualified.

New Process

On **Photo Vault** you add all your photo's upfront. To enter it into a Salon you simply click on the photo once to upload it in the correct category.

6. Rules per Category

Ensure that you **obey the rules per category**. Example, do not enter any birds into the Nature category if there is a separate category for Birds. The rules will state this very clearly.

7. Digital Manipulation

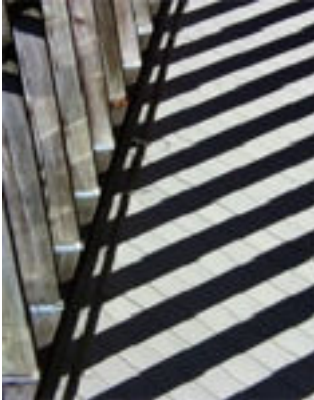
Pay special attention to **what is considered as manipulation**. If no manipulation is allowed, please stick to the rules. Your photo will be disqualified if the rules are not obeyed.

8. Impact Photographs

Photographs with Impact are always successful in Salons. The judges only have a few seconds to judge a photograph. If it does not have impact (punch) the possibility for an acceptance is slim.

Try different and unusual angles. Remember: **Photography is painting with light!**

Examples



9. Photo Vault Online

The latest trend is to make use of Photo Vault online to upload your entries for Salon competitions.

A complete manual has been put together which will make it very easy for anyone to upload photos and enter for Salons. This is a step-by-step guide and very easy to use.

The document is on the web and is called **Photo Vault**.

Go to the info tab. Click on documents. Look for Photo Vault. Click on the link to open.

Have Fun! Good Luck!