SHA members and conference attendees are invited to participate in the annual Archaeological Photo Festival Competition. Images must be displayed at the SHA conference on Historical and Underwater Archaeology and winning entries will be posted to the ACUA website and social media sites. Deadline for entries is December 1. Results of the judging will be announced at the annual SHA Business meeting and sent to all entrants by January 31.

**Categories** (please see definitions for more information):
A. Color Archaeological Site Images  
B. Color Archaeological Field work in Progress Images  
C. Color Archaeological Lab work in Progress Images  
D. Color Artifact Images  
E. Black & White Artifact Images  
F. Color Archaeological Portraits  
G. Diversity  
H. Artist’s Perspective (illustration of site or artifact)  
I. Video

**Key Points to Remember:**
- You are required to display your printed and mounted photos during the SHA Conference  
- You are required to upload your digital photos and participate in the People’s Choice Contest  
- You are required to fill out the online application at ACUAonline.org and pay the entry fee to participate  
- Your images must be available for exhibit no later than 1 pm on WEDNESDAY, the week of the Conference  
  - If you will arrive after 1 pm, you MUST mail your entries in advance (see Mailing Instructions below)

**Deadlines:**
- Online application deadline December 1  
- Final digital upload December 1 midnight Central Time (see How to Submit Digital Entries)  
- Mailed images postmarked by December 1 (see Mailing Instructions)

**People’s Choice Online Voting:**
1. Images and video entries will be included in the People’s Choice contest; entry conveys consent to be included.  
2. People's Choice online voting at the ACUA Photo Contest page will begin in late December and continue through Thursday midnight the week of the SHA Conference (keep an eye out for an email announcing the start of voting)

**Judging and Jurying During the Conference:**
1. All exhibited images and videos are judged by a 6-8 panel jury during the SHA Conference  
2. Jurors represent both underwater and terrestrial archaeology, include professional and avocational photographers and videographers, and are selected to ensure diversity, gender balance, and support all of the ethical standards of the Society.  
3. Results of the jurying and People’s Choice will be announced during the SHA Business Meeting and posted to the ACUA social media sites

**Photo Entries**

**Printing, Mounting, and Digital Specifications:**
1. Prints must be no less than 11 x 14 inches (28 x 35.5 cm) and no greater than 16 x 20 inches (40.5 x 51 cm) mounted size.  
2. Prints **must be mounted** on foam core for exhibition. **No frames and no borders around photos.**  
3. Entrants Name, Address, Category, and Print Title must appear on the back of each image. Please indicate “UP”.  
4. A printed display tag with Print Title, Category is required. **No names on display tag.** Print on heavy paper or card stock.
5. A high-resolution digital copy (300 dpi minimum) of each entry is required to facilitate posting to the ACUA website, other ACUA digital media locations, or used in the ACUA/SHA annual photo competition calendar.

6. Digital images must be labeled with your LAST name in addition to any other descriptive information to ensure correct attribution and category (ex: Carrell–Cat A-My Photo)

**Photograph Entry Definitions and Information:**

1. Images must be displayed at the conference to be included in the competition.
2. Composed entries include but are not limited to publication layouts, artifact assemblages, 3D images, and microscope photography.
3. Black & white prints. Toning, hand painted, and/or sepia are acceptable.
4. Digital enhancement is limited to color balance correction and brightness/contrast correction.
5. Portraits can be either of an individual or group of people and can be above or below water and must be archaeological in nature.
6. Diversity. The photographer should strive to capture and describe a moment in time that reflects the collaborative, inclusive, and/or global nature of our discipline. A maximum 100-word description must accompany the image.
7. Artist’s Perspective (illustration of site or artifact). This can be in any medium (charcoal, water color, ink, computer design) color or black and white. Do NOT send mounted originals—mount and submit a copy to protect your original drawing from damage during transport and display.

**Video Specifications:**

1. Video Length: 3 minutes
2. Assembly: Before the video 10 seconds of black and silence. After the video 10 seconds of black and silence. The entire length of the video shall be 3 minutes and 20 seconds
3. Opening Credits: Title, Location, Archaeological site, Videographer.
4. Content Restriction: Original content and/or material obtained legally.
5. Text: Title safe format.
6. Talent Releases: Any talent (people acting in the commercial spot) must sign a talent release. This grants the producer permission to use his/her likeness and voice. If any one person has not signed, the piece cannot be aired. Anyone under 18 years old must have a parent/guardian sign as well. Talent release form is available at: http://www.acuaonline.org/wp-content/uploads/ACUA-Talent-Release-Form.pdf
7. Permissions: Proof of legality must be presented in any non-original content.
8. Rights from Music: Evidence of purchased rights. Royalty free and free use music is available for use and is strongly recommended.
9. Specifications:
   - Film is to be delivered in 29.97 frames per second
   - Aspect Ratio 16:9
   - Resolution 1280 x 720 or better (1080i or 1080p)
   - File formats: mp4 HD output preferred; Quicktime (.mov); Windows (.avi) (NOTE: Video will be uploaded to ACUA YouTube channel, output accordingly).
   - Interlaced or Progressive scan (NOTE: if your software treats interlaced and progressive scan as two issues, you may need to do both to achieve best results.)
   - Audio AAC/MPEG1 in Stereo or Mono channels
10. A printed 8 x 10 inch screen capture title image and printed brief description are required for display in the exhibit area.
   - If you will arrive after 1 pm on Wednesday the week of the conference, the screen capture image must be mailed and arrive by the December 10 deadline for photo entries (see Mailing Instructions). Mounting is NOT required.
   - Print the brief description of video on card stock or similar heavy paper. Do not include the name of the videographer or the institutional affiliation. Only the name of the video and the description are permitted.

**How to Submit Your Entry**

(Please read carefully, new information)

1. Each participant must complete the online Photo Contest Application form and prepay for their entries. After completion you will receive an email with the details of your application; after payment you will receive a receipt.
2. A copy of the application form and proof of payment is required with your images (mailed or dropped off) to ensure correct attribution and awards.
3. **All images and videos must be digitally submitted** (and displayed at the SHA Conference)

**How to Submit Digital Entries**

**Photos:**
1. Photos and entry form via email attachment to: Photos_r3ic9mz7xi8szqsh@u.box.com (click on the link to open your email program)
2. This does **not** require a manual upload, all images and forms attached to your email will auto-upload.
3. File size limits may require two or three uploads of individual images to complete the process.
4. If your work server limits file size attachments, use of Google Drive, WeTransfer.com, Dropbox or other similar is acceptable. Email photocontest@acuaonline.org with link information.

**Videos:**
5. Submit video via Google Drive, WeTransfer.com, Dropbox or other similar
6. Submit proof of permissions, releases, purchase rights for video via separate email attachment to: Videos_xtjwiebkjt4bgwdw@u.box.com (click on the link to open your email program)
7. Submit a screen grab of the title suitable for printing and display during the conference.
8. Email photocontest@acuaonline.org with link information.

See also **Step 3: Submission** at the ACUAonline.org website

**Mailing Instructions** (please read carefully, new information and deadlines)
Your image must be available for display by **1 pm Wednesday** the week of the SHA Conference. **If you will arrive after that time, you MUST mail your entries.**
1. Mail/ship your entries no later than **December 1 for delivery by December 5.**
2. For those members unable to attend the conference, we will accept mailed entries delivered by December 1.
3. Include your confirmation of entry form and proof of payment emails in your package.
4. Indicate in your package that you will/will not pick up your entries at the close of the Conference. (Return mail not required for images picked up at the conference)
5. **If you want your images returned by mail or shipper, an envelope or package with adequate funds for return is required. Please provide FedEx, UPS, or similar account information. Filled out return forms are encouraged.**
6. Return by mail/shipper by prior arrangement only. Contact photocontest@acuaonline.org

**USPS MAIL ADDRESS:**
Dr. Steve J. Dasovich
Director, Social and Behavioral Sciences
Lindenwood University
209 S. Kingshighway
Memorial Arts Building 108
St. Charles, MO 63301

**EXPRESS MAIL ADDRESS:**
Use address at left

**Phone:** 636-255-2223

**General Conditions for Participation**
1. The competition is open to all SHA members and conference participants. The subject may be terrestrial or underwater archaeological.
2. All possible care of entries will be exercised, but no responsibility will be assumed by the ACUA for the loss or damage of entries in exhibit or in transit. PACK YOUR IMAGES CAREFULLY!
3. Permission to reproduce, display, or use any entry for the promotional purposes of the ACUA is assumed. No reproduction or display fee will be paid. No entry will be sold and requests for purchase will be referred to the entrant.
4. A maximum of four (4) images allowed per category.
5. **Except for artifact images, each entry must be taken in the natural environment. Except for artifact images, no composed shots (see definitions) are permitted. Entries may be digitally enhanced (see definitions).**
6. There is no restriction on the prior publication of the photograph providing the entrant holds copyright or exhibition rights and posting to the ACUA web site is permitted. There is no restriction on the date when the photo was taken.
7. Photographs and videos may NOT be resubmitted in subsequent years.
8. Entrants must obtain all appropriate permissions prior to submission of photographs, videos, and illustrations. If you are not the photographer, you must have the permission of the photographer to enter.
9. The ACUA/SHA assumes no responsibility for ensuring that appropriate permissions are obtained, including but not limited to talent releases, music, and iconographic imagery.
10. All images must be displayed at the conference to be included in the contest.

Additional Information about the Conference and Your Images

- Your image must be available for display by 1 pm Wednesday the week of the SHA Conference. If you will arrive after that time, you MUST mail your entries (see Mailing Instructions).
- All images must be picked up from the display area by 11 am, Saturday morning the week of the SHA Conference. Please plan accordingly.
- Unclaimed images will be left unattended. No responsibility will be assumed by the ACUA for the loss or damage of unclaimed entries.

Ethics, Non-Discrimination and Non-Harassment Statements, and Permission to Use

All entries will conform to the intent and purposes of the Society for Historical Archaeology ethics, non-discrimination, non-harassment statements. By submitting the entry form, the participant acknowledges and agrees to adhere to the statements of the Society. Entries may be used on the ACUA and SHA websites and social media sites and for non-commercial non-profit purposes to promote the preservation and protection cultural heritage.

Questions? Contact photocontest@acuaonline.org