

Welcome to the "How to Enter" Section.

In the following pages you will find instructions and tips on everything needed to enrol in ITS#EIGHT.



### **READ**

Read these instructions from beginning to end. Then read the ITS#PHOTO Entry Requirements very carefully, article by article. The ITS#PHOTO Entry Requirements are pages 3 to 11 of this PDF. Please read carefully before signing as you will need to respect all deadlines.



### **PREPARE YOUR PORTFOLIO**

See Article 4 of the Entry Requirements for full details. Make sure that your project adheres to the brief and includes a valid explanation of the theme "ORIGINALITY". Portfolios not following the brief will not be considered for ITS#PHOTO!

To illustrate this idea you must include:

- The **CONCEPT**: a written comment of a maximum of 500 words describing the idea behind your project (that means an individual interpretation of the project brief, upon which the project is based).
- The **TITLE** of the project: a short phrase that completes and describes the concept: "ORIGINALITY". The project will be presented to the public and press together with this short definition. The two will be inseparable. Titles must be very effective in order to outline the **CONCEPT** to the viewer at first glance. Applicants are asked to take care in choosing the **TITLE**, as it must fit the project, and its consistency will be considered as an index of adherence to the project brief (which is a basic requirement for admission in ITS#PHOTO).
- Make sure the portfolio is complete! Remember to include a separate portfolio of past photographic work, which must be contained on a CD-rom or on a DVD. EVE reserves the right to deny participation of any incomplete portfolios.



### **PRE-REGISTER ONLINE**

After having read all of the information in this PDF, and after completing your portfolio and making sure it is ready to be posted, you must preregister. **READ EVERYTHING BELOW BEFORE PROCEEDING WITH PREREGISTRATION!** Please, follow these steps:

- Go to this link to pre-register online: <http://entryformonline.itsweb.org>;
- Create your account. Fill in all the personal information requested;
- Select your competition area from the menu: Fashion, Accessories or Photography, and click "go!". You then will be redirected to your entry form. Fill in everything or, if you have done it already, just give it a final check before submitting it and printing it out! Remember, after you submit it, you won't be able to change it anymore!
- To change an already uploaded image, choose your competition area from above, click "go!" and then click on the bar

Signature .....



**Continued from "III" on Page 1**

- a. "IMAGE UPLOAD" at the top of the page;
- b. When you have completed steps a. to d., go to the last page of your entry form ("additional information") and submit & print out your form! It is mandatory to print it out because you need to sign it out, add two passport photos and include it in the portfolio that you will ship to the EVE offices!
- c. If you are a team of two designers/photographers enrolling one project together, then one of you needs to enrol and invite the other to do so too by clicking on the "TEAM" bar and inserting the email address of the other member of the team! Proceed like this: one of you enrolls and goes through all the process then, before finally submitting, he/she clicks on the "TEAM" bar next to the "IMAGE UPLOAD" bar and invites the other one to enrol. An email will be sent to your teammate inviting him/her to enrol also. THIS IS THE ONLY WAY A TEAM OF 2 DESIGNERS/PHOTOGRAPHERS BE ACCEPTED.

**IV POST YOUR PORTFOLIO**

On the external envelope, be sure to use the proper address label. All portfolios must arrive in EVE offices by and no later than **25 March 2009**. Handy tips:

- Remember to send everything! Including labelled CD's/DVD's , and passport-sized photos.
- If required to give a description of the package contents, write that the package contains documents only, and be sure to declare a value of less than €25 to avoid customs fees. EVE will not pay for any packages that require payment upon receipt, they will be returned to sender. You don't want that to happen! If you are sending your portfolio from outside the European Union, please find out ahead of time if you are subject to pay customs fees and be sure to pay them.
- We strongly suggest you use a private courier service to send your portfolio. It is safer, trackable and virtually guarantees that your portfolio arrives in our office.
- Remember to use the address label printed off by your computer.

**V WAIT...**

When your portfolio arrives and has been processed in our computer database, you will receive an automatic notification e-mail. Portfolio processing begins in mid-March.

**VI AND WAIT...**

The pre-selections will take place in late April. The results of the pre-selections will be promptly published on our website. All finalists will be contacted personally by EVE. We therefore ask applicants to not call or write EVE offices for results but consult our website.

Signature .....



Welcome to the "Entry Requirements".

In the following pages you will find all the information needed to enrol in ITS. It is very important that you read through these instructions carefully before pre-registering.



## **1** INTERNATIONAL TALENT SUPPORT

International Talent Support (ITS) is a platform for young creative talents which holds an annual event, ITS#EIGHT being the EIGHTH edition. ITS holds an international contest called ITS#PHOTO. The work of the finalists chosen for this photography contest will be showcased in a collective exhibition during the ITS#EIGHT Finals. The organisation of ITS will be handled exclusively by EVE. The organiser reserves the right to rule on any issues pertaining to the contest not covered by the Entry Requirements.

## **2** ELIGIBILITY

ITS#PHOTO is open to the following categories (Refer to the FAQ's for guidelines):

- College students in their last year of a Photography course (BA or MA) who will graduate in 2009 in Photography.
- Photography graduates.
- Young talents not in possession of a degree in Photography who work professionally as photographers.



## **3** PROJECT BRIEF

"ORIGINALITY"

Give us your vision and your interpretation of ORIGINALITY.

## **4** PORTFOLIO PREPARATION

After reading these entry requirements the first thing you will need to do is prepare your portfolio. Listed below are all the contents required and the order you need to put them in. Be sure not to forget anything. Photos sent by applicants in their portfolio may be published on the ITS#EIGHT website and catalogue or may be used for press purposes.

All material must be accurately gathered in a single portfolio in the following order:

- a. the pre-registration entry form, signed and fully completed;
- b. a photocopy of your signed pre-registration form;
- c. a copy of these entry requirements with all the pages properly signed. The last page of these entry requirements contains the information with consent for relevant data section. In the absence of these signed entry requirements, participation may be denied;
- d. a detailed CV/Resume typed in English;

Signature .....



**Continued from Art. 4 on Page 3**

- e. **one printed version of all enrolled images** on any type of photographic paper. Projects can contain a minimum of 12 photos and a maximum of 15;  
Maximum measurements: 21x29 cm, and can be printed either as a landscape (horizontally) or as a portrait (vertically), as well as other formats (ex. square) providing they are within the maximum measurements specified above. Please indicate the correct orientation for viewing on the back of the print. These prints will be used as colour references;
- f. **the concept:** a typed comment in English of maximum of 500 words describing the idea behind your project (that means an individual interpretation of the project brief, upon which the project is based);
- g. **the title of the project:** a short phrase that completes and describes the concept: "ORIGINALITY". This means that the project will be presented to the public and press together with this short definition. The two will be inseparable. Titles must be very effective in order to outline the CONCEPT to the viewer at first glance. Applicants are asked to take care in choosing the TITLE, as it must fit the project, and its consistency will be considered as an index of adherence to the project brief (which is a basic requirement for admission ITS#PHOTO);
- h. **a CD or DVD** (or more than one) containing the enrolled images saved in the following formats:
- **a slideshow presentation** of photographs enrolled that is compatible for Apple and PC, or two separate presentations, one for Apple and one for PC. Please write your name and surname on the CD;
  - **all photographs must be saved individually** with the following specifications:
    - High-resolution, minimum pixels 6000 for the larger side of the image.
    - Files must be named sequentially so that we can understand the correct sequence the images are meant to be displayed.
    - If the file was corrected in photoshop, flatten the image if any correction or alpha levels were used to improve the image quality.
    - The extensions accepted are: .JPG, .TIFF, .PSD (with one level).
    - Please DO NOT EMBED colour profiles: for the final colour of the printed images, the prints mentioned above will be taken as colour proof. All the images can be digitally changed, but the organisers will prefer manipulation that does not change the nature of the shot.
  - **web preview** file of the project enrolled as part of the competition, saved in jpg file extension with minimum pixels 1280 for the larger side of the image. The single file size must not exceed 1MB;
- i. **a CD or DVD** containing a portfolio of past work, not related to the ITS#PHOTO entry project, clearly marked as past work. Applicants MUST include a CD or DVD of past photographic work. If applicants do not include this CD or DVD, it will serve as grounds for exclusion from ITS#PHOTO; please write your name and surname on the CD;
- j. **two personal passport size photographs** one of which must be attached to the entry form, the other must be placed in an envelope. Please print your name and surname on the back of each photo;
- k. **for students: a certificate** proves that candidate is attending College.  
**For Photographers: a copy of the Degree certificate** and/or a certificate that proves they are actually working as a professional photographer. Refer to FAQ's for more information.



The enrolling material must reach EVE offices by and no later than 25 March 2009 and will not be returned for any reason.

Signature .....





## **5** PRE-REGISTRATION

Pre registration is the next step and is done online, you must pre-register or your entry will not be considered. If you're entering as a team you both need to fill in your details during pre-registration. Don't worry, it's easy. Just follow the prompts, and you can always contact us if you have any problems.

Contestants may enter one collection in a team of maximum two people. PLEASE NOTE that for teams of 2 each contestant must fill in their own personal details. All entries must arrive no later than 25 March 2009.

No entry will be considered without having first pre-registered online. All Information concerning pre-registration and help on how to enter can be found in this PDF packet. If you have difficulty or are not able to pre-register online, please contact the Schools and Contestants Office at +39 040 322 0932.

## **6** PROJECTS ENTERED

Copyrights remain that of the applicant. Applicants chosen as finalists may also use the projects that are in competition at ITS#EIGHT for promotional and/or communication purposes, including the promotion of themselves or their work, but cannot use the project for advertising purposes and cannot sell or receive monetary payment from any third party for the use or likeness of the project enrolled in ITS#PHOTO, ITS#EIGHT until after 12 July 2009.

All entrants agree to allow EVE and MINI to use their entries, names and likenesses in a permanent but nonexclusive way for promotional and/or marketing and/or communication purposes including in any media such as exhibitions, trade show, events, print and digital media directly related to the ITS#EIGHT competition and directly related to the promotion of EVE and MINI. The applicants understand that any photograph submitted to the competition, and the likeness and names of the applicants will be used without compensation, unless where prohibited by law. Any photograph used by EVE and MINI shall carry the photographer's credit line.

## **7** ENTRY SHIPMENT

Once you have prepared your portfolio and pre-registered online it is now time to send your portfolio to us. To avoid any customs problems, please follow these indications when shipping your package.

Specify that the contents of the package are documents. If a courier service or priority post is used, or if entrant wishes to insure contents of package, it is recommended to declare a value of less than € 25 in order to avoid possible customs fees. The sender must declare responsibility for any customs fee. EVE cannot accept packages subject to payment upon receipt, and will be forced to refuse any shipment of this nature. Applicants are suggested to use a courier service to send portfolios. Using public post offices very often result in delays in arrival due to customs procedures, contestants are advised that late material will not be accepted.

Signature .....



## **8 SELECTIONS & CATALOGUE PHOTO**

In April a jury will examine all the material sent. Names of the selected candidates will be promptly published on the ITS#EIGHT website - [www.itsweb.org](http://www.itsweb.org) - following the pre-selections.

Only selected applicants will receive a letter informing them of the selection results by e-mail, no answers will be given over the phone. Selected applicants will then be sent a detailed programme, and information regarding their travel to and stay in Trieste. A shortlist of finalists will be selected and they will come to Trieste to participate in the ITS#EIGHT Finals.

Each ITS#PHOTO finalist will have a page in the ITS#EIGHT catalogue featuring a photograph taken from their enrolling project, to be selected by EVE, in accordance with the ITS#EIGHT artistic direction. The ITS Catalogue is one of the main tools used to promote finalists. It is distributed to the jury, to the press and to all guests.

## **9 JURY & PRIZES**

Jurors' names will be communicated through the ITS#EIGHT web site - [www.itsweb.org](http://www.itsweb.org)

Theme affinity is a mandatory requisite to be considered for entry in ITS#PHOTO. Judging criteria will take into account creativity and technical skills.

**Prizes:**

**MINI CLUBMAN PHOTO AWARD** - consisting of the following:

€10,000 prize money plus: Winner will have the chance to participate in the production of a photo shoot together with a famous photographer, which will be published in a dedicated article in a renowned Italian magazine. Transport and accommodation will be covered by MINI. Winning project will also be featured in dedicated international exhibitions including New York, Tokyo and Berlin.

**SVA Photoglobal Award:**

The winner receives a scholarship for the one-year intensive photography course at the School of Visual Arts in New York City.

**Pitti Immagine Photo Award:**

Two finalists will be selected to shoot the advertising campaigns of the Pitti Immagine womenswear fairs in Milan.

EVE reserves the right to disqualify those finalists that cannot, for personal, professional or other reasons, respect the terms and conditions of the prize they have been awarded and/or the entry requirements. EVE also reserves the right to disqualify those finalists that have demonstrated through actions, words or other that they have not respected the terms and conditions of the prizes they have been awarded and/or the entry requirements. In the above mentioned cases, EVE reserves the right to revoke the prize the winners have been awarded and to give the award to the runner up.

Signature .....



## **10 TRAVEL & ACCOMMODATION**

Finalists are requested to arrive in Trieste on Friday 10 July 2009; departures must be scheduled for Sunday 12 July 2009. EVE will pay accommodation expenses for all finalists, according to the ITS#PHOTO programme.

EVE will be responsible for organisation of all transfers during the event and for accommodation and meals. Participants will have to pay for all travel and any other expenses personally.

## **11 OWNERSHIP & EXHIBITION**

Finalists must print their own photographs for the ITS#EIGHT exhibition. The exhibition photographs will become property of EVE. These photographs will become part of ITS#ARCHIVE.

The exact dimensions and selection of the photographs to be printed will be communicated to all finalists after pre-selections. All photographs must arrive by and no later than 1 June 2009. The art direction of all exhibitions during the ITS#EIGHT Finals is of the complete responsibility of EVE, which reserves the right to reprint any photographs deemed in need. ITS#ARCHIVE is a permanent showroom where photos are put on display for guests visiting the EVE offices. The photos are also required for press and television features, exhibitions or any other occasion considered necessary to promote both ITS and the photographers, of which EVE reserves publishing rights.

## **12 RESPONSIBILITIES & PARTICIPATION**

EVE reserves the right to disqualify any finalist at any time if they do not respect the terms and conditions of these entry requirements. Whilst every effort is made to ensure the safety of all submissions, EVE cannot be held responsible for any damage or theft of prints or photos that may occur during transport, selections or during the show in Trieste. If selected as a finalist for ITS#EIGHT, contestants are required to carry out all further paperwork (Visa, Passport, etc.) and other obligations in a timely manner.

Finalists will be sent a compulsory programme after being selected. If they cannot follow this programme due to physical, religious or any other restrictions this must be communicated to EVE immediately upon receipt of said programme. If for any reason any finalist cannot physically attend all the days of the finals, they must send their photos and are still in competition. Moreover, contestants are hereby advised that after 25 March 2009 no finalist will be allowed to withdraw their collection from competition entered in ITS#EIGHT.

Signature .....



**ACCEPTANCE OF CONDITIONS OF PRIVACY LAWS AND INFORMATION WITH CONSENT FOR RELEVANT DATA**

Italian law requires us to have you sign a privacy release form which you will find below. Please read it carefully and fill out all blanks marked with an asterisk. Don't forget to sign it!

Signing the ITS#PHOTO entry requirements, entry form and "Information with Consent for Relevant Data" form warrants that applicant has read the written information included on the ITS#PHOTO entry form on the treatment of personal and relevant data according to Italian law, D. Lgs. N. 196/2003, and is in accordance with this decree.

**VERY IMPORTANT****READ THE FOLLOWING INFORMATION, FILL OUT ALL BLANKS MARKED WITH AN ASTERISK ( \* ) !!!!***Information with Consent for relevant data.*

We invite you to read and sign this document. The purpose of this document is to have your consent on the treatment of your personal and relevant data according to the Italian Law, D. Lgs. n. 196/2003. According to article 13 of the law concerning Privacy, we inform you that the treatment of your personal data which EVE srl needs to obtain, classify and use, is for the sole purpose of registering and using them for the management of relations between the parties. In this particular case, personal data will be gathered for the following purpose: ORGANISATION OF AN INTERNATIONAL CONTEST FOR YOUNG CREATIVES.

In particular, information on racial and ethnic descent; religious, philosophical or other kinds of belief; political opinions; adherence to political parties, to trade unions, associations or religious, philosophical, political and trade-union organisations, as well as personal information on health and sexual life, can be subject of treatment only with the written consent of the person involved and prior to authorization by the Guarantor for the protection of personal data (article 26 of D. Lgs. n. 196/2003). Therefore we inform you on the kind of use we will make of your personal data, with particular regards to the "relevant" data:

- The treatment will be according to the law, following the principles of lawfulness and fairness, to protect your discretion;
- Data will be treated in paper form and/or computer or electronic mediums, they will be protected and kept according to the law in force, in the necessary ways and with the necessary limits to obtain the aforementioned objectives;
- Providing personal and relevant data is necessary for EVE srl to successfully perform its activities: the failure of communication of this data means the impossibility of performing said activities partially nor totally. In this case the relation between the parties cannot be completed and therefore could possibly not be fulfilled.

Furthermore, data may be:

- communicated to journalists and commercial enterprises
- published on our website
- placed at disposition of the people working with, collaborating with or if necessary substituting the Owner
- be known by the employees, the collaborators and the consultants of the author of this document as far as concerns the aspects that could involve them and according to what established by the law.

(Please note that in accordance with Italian Law N° 675/96 concerning the treatment of personal data, the undersigned must be aware that apart from the specific use that will be made in the context of the ITS#EIGHT competition his/her personal data may be used for other purposes, such as the sending of informative material on commercial activities or for statistical research).

*Rights of the interested party.*

In relation to the treatment of personal data the interested party, according to article 7 of the Privacy Law (right to access personal data and other rights), has the right to:

- a. receive confirmation of the existence of personal data regarding him/herself even if still not registered, and receive communication of this in an intelligible form.
- b. has the right to know:
  - how said data was collected;
  - the objectives of and ways in which said data will be treated;
  - the procedures established in the event said data is treated with the use of electronic devices;
  - the identity information of the owner, of the persons in charge and of the appointed representative, as stated in article 5, paragraph 2;
  - the subjects and the subject fields to which the personal data could be communicated, or which could get to know said data as appointed representative for the Country, or designated persons accountable.
- a. the interested party has the right to obtain:

Signature .....



**Continued from Art. 13 on Page 8**

- updating, when needed, of his personal data;
  - deletion, transformation in anonymous form or blockage of data treated in violation of the law, together with data which is not necessary in relation to the objectives for which said data has been collected and successively treated;
  - a document stating that the operations described in the precedent points a) and b) together with the involved information have been brought to the knowledge of those whom have received said data, except for when said communication is impossible or clearly too complicated in respect of the protected right.
- a. The interested party has the right to oppose totally or partially:
- for legitimate reasons, the treatment of the personal data concerning him/herself, even if relevant to the purpose of the gathering;
  - the treatment of his/her personal data for the delivery of advertising or direct sale material or for market research or commercial communications.

The rights stated in article 7 are asserted with an informal request made by the interested person or by a designate, to be sent to the Owner. Said request must be answered with no delay.



**FILL OUT ALL BLANKS MARKED WITH AN ASTERISK ( \* ) !!!!**

(CAPITAL LETTERS)

- \* First name .....
- \* Surname .....
- \* City of Birth ..... \* Country of Birth .....
- \* Date of birth mm/dd/yyyy .....
- \* Address of residence (street address, city, state, postal code, country)  
.....

declares he/she has received complete information as stated in article 13, D. Lgs. 196/2003 of the Italian Law, regarding "Protection concerning the treatment of the personal data of people and/or other subjects". He/she agrees to the treatment of his/her personal and also relevant data (as defined in article 4, paragraph 1, letter d) exclusively for the Organisation of an International Contest for Young Creatives and for the administrative and tax purposes concerned, for the period of time stated in this informative document. The Owner of the Treatment of the data is EVE srl. The person responsible for "pro tempore" is BARBARA FRANCHIN. To assert the rights stated in article 7 of the Privacy Law mentioned above, the interested person must submit a written request to: EVE srl, PIAZZA VENEZIA 1 - 34123 TRIESTE (TS), ITALY.

Signature ..... 

**Continued from Art. 13 on Page 9**

**! VERY IMPORTANT**

**FILL OUT ALL BLANKS MARKED WITH AN ASTERISK ( \* ) !!!!**

(CAPITAL LETTERS)

- \* Signature of who gives consent .....
- \* City ..... \* mm/dd/yyyy .....
- \* City of birth ..... \* Country of birth .....

**(FOR OFFICE USE ONLY)**

Signature of the Owner or of the Responsible .....

EVE srl Trieste, mm/dd/yyyy .....

Signature ..... 

## **14** ACCEPTANCE OF THE REGULATIONS & DEADLINES

Signing the entry requirements and the entry form warrants applicant's complete comprehension, respect and acceptance of all rules, regulations and deadlines and does not guarantee participation in the ITS#EIGHT event. In the event that any rule, regulation or deadline is breached, EVE reserves right to disqualify any participant enrolled in ITS#EIGHT.

### DEADLINES:

**25 MARCH 2009** – all portfolios must arrive at EVE offices.

**01 JUNE 2009** – finalists' prints must reach EVE headquarters by post.

(CAPITAL LETTERS)

Name & Surname .....

Signature .....

City and Date .....

For further details contact:

Rachel De Vito

**EVE Srl**

**Schools and Contestants Office**

tel. +39 040 3220932 - fax +39 040 3221245

email: [schools-contestants@itsweb.org](mailto:schools-contestants@itsweb.org)

web: [www.itsweb.org](http://www.itsweb.org)

Signature .....

