

## **Media Awards Rules and Regulations**

1. Only entries from ING members fully paid as of October 11, the entry deadline.
2. The final entry deadline is October 11 (entries must be postmarked by or before that date).
3. Each ING member may submit a maximum of two entries per writing category and one entry for the radio, TV and publications categories. An article can not be entered into more than one category.
4. Publication/air dates for entries are between October 1 of the previous year and September 30 of the calendar year of the awards. Articles/photos/shows previously entered in this competition, even if reprinted or rebroadcast, are not permitted.
5. Article Entries: Four copies of each entry must be sent to the ING office. Entries must be postmarked on or before the contest deadline date. The master copy of each entry must have the media member's name and birth date in numbers (example: if birthday is Sept. 2, 1960, the birthdate number is 090260), contest category, media member's byline, publication name and date of publication. The three additional copies should only have the member's birth date number and category listed. Photo, graphics and sidebars **DO NOT HAVE TO BE REMOVED**. All multi-page submission must be secured with a staple in the upper left-hand corner.
6. Internet Article Entries: Follow all rules outlined in section 5, Article Entries. The text provided for judging must exactly match the text that was published on the web site.
7. Photography entries: Four copies of each entry must be sent to the ING office. Entries must be postmarked on or before the contest deadline date. The master copy of each entry must have the media member's name and birth date in numbers (example: if birthday is March 12, 1974, the birthdate number is 031274), contest category, media member's byline, publication name and date of publication. The three additional copies should only have the member's birth date number and category listed. Entries should be mounted on letter size paper (multiple pages secured together). One photograph or illustration constitutes an entry. Entries that include multiple images are disqualified.
8. Broadcast Entries: Entries should include an archived link to the show or segment being entered. We **HIGHLY PREFER** links to archived shows. However, if you do not have an archive, you must send 4 copies of the show in in CD, DVD, MP3 or similar form. Entries must be postmarked on or before the contest deadline date. Each entry copy must have the media member's name and the contest category clearly marked on it.

9. Book Entries: Four copies of the book should be provided.

10. Publication Entries. Four copies of the issue being entered should be provided, OR a link to a digital copy of the issue being entered.

11. Each entry must be accompanied by an entry form and placed in an envelope or file folder with the contest category clearly marked on the outside. In addition, clearly mark each individual entry as to contest category.

12. Co-authored/photographed/produced creations may be entered only once, regardless of how many members received bylines/credits. All entrants of co-authored materials must be ING members. Only one award is given.

13. Entry constitutes a waiver of copyright restrictions on reprinting or reproducing entries by ING only for promotion of the ING Media Awards Program. Entry materials will not be returned. NOTE: Failure to follow all rules will result in disqualification.