



HGA AWARD DIGITAL IMAGES PUBLICITY PERMISSION FORM

To be completed by the Award Recipient

Digital Images donated to the Handweavers Guild of America, Inc. (HGA) may be published in HGA's publication, *Shuttle Spindle & Dyepot (SS&D)*, or in other HGA publications for promotional and publicity purposes. HGA Award recipients are featured annually in *SS&D*. HGA requires a high-resolution digital image file for each work entered in either a TIFF or JPEG file format (approximately 1800 pixels on the long side).

Label the files using the title of each work as the file name followed by the file extension—for example if the title of the work is *Night Sky* it would look like: *NightSky.tif* or *NightSky.jpg*

Optionally, an additional digital image (such as a detail or back view) may be included. This additional view must be presented in either a TIFF or JPEG file type and named such as: *NightSkyDetail.tif* or *NightSkyDetail.jpg*

Images may be color corrected to accurately represent the work but not enhanced in any way. Image editing is limited to cropping and adding or modifying a solid background of white, black, or gray.

Submit images digitally, preferably via a cloud-based, computer file transfer service such as Box, Dropbox, Hightail, WeTransfer, etc. with the link sent to Exhibits@WeaveSpinDye.org. Alternatively image files may be emailed to Exhibits@WeaveSpinDye.org. Before submitting images, confirm they are the correct size/resolution and file format.

Please complete, sign and return the permission form by email to Exhibits@WeaveSpinDye.org, fax to (678) 730-0836, or mail to: Handweavers Guild of America, Inc.
Attn: HGA Award
1255 Buford Highway, Suite 211
Suwanee, GA 30024 U.S.A.

I agree to donate the enclosed digital image(s) to the Handweavers Guild of America, Inc. (HGA). I understand that submission of the images of my artwork constitutes my permission for HGA to duplicate and use the images for possible publication in *Shuttle Spindle & Dyepot*, as well as in other publications for publicity and promotional purposes.

Signature: _____ Date: _____

Name: _____

Address: _____

City, State/Province: _____

Zip/Postal Code: _____ Country: _____

Telephone Cell Home: _____ Email: _____

Title of Work receiving HGA Award: _____

Collaborator(s): _____

Date Completed: _____ Date of Show: _____

Exhibit Name where HGA Award was received: _____

Sponsoring Organization: _____

Digital Image File Names: _____

Photographer's Credit: _____