

The Photographic Society of America

(Revised Nov 9, 2019)

Exhibition Catalog Mailing Requirements

The Exhibition Standards (ES) requires that one copy of an exhibition's catalog be sent no later than the approved catalog mailing date..

Exhibition Data Acceptance Spreadsheets (EDAS) do not fulfill this for the Photojournalism Star Ratings Director, the Pictorial Print Star Ratings Directors and the 3D Star Ratings Director.

DO NOT send your EDAS directly to the PID Star Ratings Directors, the Nature Star Ratings Directors or the Photo Travel Star Ratings Directors.

Regardless of which Divisions recognized your exhibition, **one** copy of your standard catalog must be sent to:

Ethics Review Advisor

Daniel Charbonnet, HonPSA, EPSA

91 Mayfair Drive

Westwood, MA 02090-2725

USA

E-Mail: era@psa-photo.org

There is a separate page in this document for each Division with the names, addresses and emails of each person who must be sent a catalog if your Exhibition had a section recognized by that Division.

- The copy of the catalog should be the same catalog you provide to your entrants (**STANDARD CATALOG**). This can be a paper catalog, a CD/DVD, at thumb drive or an electronic file such as a pdf. **PDF formats are preferred** if you have both.
- If your entrant copy is a downloadable PDF it is required you email copies of this pdf to the appropriate persons instead of providing a link.
- If you provide both an electronic catalog and a printed catalog, the electronic catalog will be considered your **Standard Catalog** for this purpose.

Specific Catalog requirements per the Exhibition Standards are:

- Exhibition name and year must be on the cover. Year must be year of the closing date.

- The PSA Logo with the correct Registration Number must be on the cover.
- The PSA Recognition Statement must be included and be as large and that of any other international photographic organization. It can be anywhere in the Catalog. It only needs to appear once in the catalog.
- Names of judges in each section and/or category must be listed.
- Separate listing of Awards (Medals, Plaques, Ribbons, etc.) must be included and separated by class. List must precede acceptance listing and is in addition to the acceptance listing.
- List of accepted exhibitors must be in **alphabetical order by family name**. You may sort the listing by country first, then family name-given name of the entrant. **Acceptance List must include those acceptances already included in the listings of Awards.**
- Sections must be in the following order where applicable: Projected Images (Color), Projected Images (Monochrome), Nature Digital, Nature Prints, Nature Slides, Photo Travel Digital, Photo Travel Prints, Photo Travel Slides, PJ Digital, PJ Prints, PJ Slides, Pictorial Prints and 3D Digital, 3D Prints and 3D Slides.
- Catalog must be mailed to exhibitors or be available on-line by approved mailing (posting) date.
- Font and type size must be legible to the average reader (10-point or larger font).
- **An online catalog version, or one sent as a PDF file to exhibitors, must have exhibition name and year on each page.**
- **Online galleries of awards and acceptances are not considered online catalogs.**
- **Your catalog, no matter what the style is, MUST agree with your EDAS. If there are any differences between the catalog and the set of EDAS you submit, you MUST submit corrections to the EDAS.**

Notes and Reminders for Catalog:

1. If you will not be able to submit your catalog per the approved application, immediately notify the Exhibition Standards Directors telling them why the delay and approximately when it will be mailed
2. If your exhibition will have a PDF file for exhibitors to download, it must be on the web site for at least 180 days.
3. You are only required to send the catalogs to the Ethics Review Advisor and the personnel in the Divisions recognizing your exhibition identified below. **You should not send copies of your catalog to persons in Divisions you did not receive recognition from.**
4. Because the paper catalogs must stand up for 10 years or more of service, please put a clear plastic sheet on the cover and another sheet on the back cover and bind with a spiral binder.
5. All paper and CD catalogs must be air mailed. No exceptions. (Note: All First

Class and Priority mail within the US is air mailed)

6. If the same person is on more than one list, that person must receive the separate copies required on each list if those Divisions recognized the exhibition.
7. If a person on the list was also an entrant, that person must be sent separate copies of your catalog, one as an entrant and one for their position on the list.
8. Please remember, the exhibitors and PSA workers who use your catalog need a listing in at least a 10-point font.

Please Cut Out and Use as Mailing Labels

**Exhibition Standards Director
Region 2**

Suman Bhattacharyya
353 Bharat Housing
Shyamnagar, North 24 Parganass
West Bengal 743127
INDIA

E-Mail: psaesdsb@yahoo.com

**Exhibition Standards Director
Region 3**

Norbert Heil, APSA, MPSA
Johannestrasse 5
70794 Filderstadt
GERMANY

E-Mail: pid_esd@germanphotocup.de

**Exhibition Standards Director
Region 4**

Keith Gillett, EPSA
316 Breckenridge Drive
Belleville, IL 62221
USA

E-Mail: kgillett@charter.net

**Exhibition Standards Director
Region 5**

J.D. McClung
3204 Glenhaven Dr.
Midwest City, OK 73110
USA

Email: psaesdjdm@outlook.com

**Exhibition Standards Director
Region 6**

Nadia Filiaggi, EPSA
P.O. Box 2005
Graceville, QLD 4075
Australia

Email: psa.region.esd@icloud.com

**Exhibition Standards Director
Region 7**

Andy S, Hayes, PPSA, EFIAP/b
Heatherways
Distillery Road, Fettercairn
Laurencekirk, Aberdeenshire
SCOTLAND AB30 1YB

Email: region7_esd@psa-photo.org

If any PSA Catalog recipient on this list is also an exhibitor, that person must be sent two catalogs: one for their personal records and one for their PSA job.

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NATURE DIVISION: Digital, Prints and Slides

AWARDS LIST

You **must not send** a full catalog to the Nature Division Image of the Year Director. You should only **email** an EXCEL spreadsheet with a list of the winners of individual awards in each Nature Section. List should have entrant's name, **Award Name**, Image Title and entrant's Country. This should be a copy of your EDAS with all ordinary acceptance (A) rows and Honorable Mention (H) rows deleted. Email this edited version directly to :

Nature Image of the Year

Susan Mosser, FPSA

E-Mail s.jmosser@comcast.net

If any PSA Catalog recipient on this list is also an exhibitor, that person must be sent two catalogs: one for their personal records and one for their PSA job.

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PICTORIAL PRINTS: Class A (Large) and Class B (Small)

STANDARD COPIES

Pictorial Print of the Year

Signe Emmerich, FPSA, EPSA
N 8466 Pickerel Lake Road
East Troy, WI 53120
USA

E-Mail: 200oaks@gmail.com

If any PSA Catalog recipient on this list is also an exhibitor, that person must be sent two catalogs: one for their personal records and one for their PSA job.

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3D DIVISION: Digital, Prints and Slides

STANDARD COPIES

3D Photo of the Year

Andrea L. Shetley, APSA

P. O. Box 703

Fayetteville, TN 37334-0703

USA

E-Mail: alshetley@hotmail.com

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