



2935 1st Ave. North, Suite 1  
St. Petersburg, FL 33713  
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# Photography Submission Policy

A.E. Engine accepts photography from freelance photographers. Please recognize we are focused on maintaining the highest critical standards and only accepts professional-level photography. Please read the following standards and expectations carefully before submitting any photography. We reserve the right to only respond to submissions we are interested in.

If, upon review of your pictures, we determine that your work would be a beneficial addition to our initiatives, we will contact you via email.

## Submission Policy

Please present all submissions in the following way:

- Include a fully completed and signed submission checklist. print a checklist (see checklist document)
- All media must be labeled correctly with your name and e-mail address.
- Digital submissions should be sent to:  
Photography Submissions, A.E. Engine, 2935 1st Avenue North, Suite 1, St. Petersburg, FL 33713

## Submission Media

Submission of all digital assets/images must be as follows:

- 1x or 2x speed CD-R or DVD-R using high standard media such as Apple or Matsui. Please write all media at single speed - this takes longer but reduces errors.
- Burn discs using Universal Disk Format using high standard disc burning software such as Toast or EZ Cd Creator.
- Do not fill DVD-R media with more than 4.0 gb of images. (Filling DVD-R to tightly can lead to inaccessible images).

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## Digital Image Requirements

### Scanned original Transparencies

- Scan images to 48mb or above at the highest possible bit depth
- Retouch all images at 100% magnification to eliminate all dust and artifacts
- Keep color enhancement to a minimum
- All images should be supplied in RGB mode only (No CYMK, LAB, Grayscale etc.)
- Layers, channels and paths are NOT ACCEPTABLE
- Please ensure that your images are the correctly orientated
- Do not sharpen images in any software application - we will do this where necessary
- All images should be fully captioned in file info field in PhotoShop (do not add data to any other field including the keyword field) // example
- Convert to 8 bit before saving
- Name images using alphanumeric characters ONLY (no special characters)
- Save as Uncompressed Tiff Only (No jpegs, bitmaps, PSD, EPS, etc.)
- All images should have Adobe RGB 1998 color profile embedded
- Save images in PC byte with no image compression (do not save as LZW or ZIP)

## Digital Capture

- We will only consider images from high-end digital SLR cameras with a minimum of 11 megapixel performance
- Shoot in raw before converting to 16 bit tiff using proprietary software (do not submit images shot in either tiff or jpeg mode)
- Do not add any sharpening in camera
- Interpolate images up to a minimum of 48mb
- Retouch all images at 100% magnification to eliminate all dust and artifacts
- Keep color enhancement to a minimum
- All images should be supplied in RGB mode only (No CYMK, LAB, Grayscale etc.)
- Layers, channels and paths are NOT ACCEPTABLE
- Please ensure that your images are the correctly orientated
- Do not sharpen images in any software application - we will do this where necessary
- All images should be fully captioned in file info field in PhotoShop (do not add data to any other field) // example
- Convert to 8 bit before saving
- Name images using alphanumeric characters ONLY (no special characters)
- Save as Uncompressed Tiff Only (No jpegs, bitmaps, PSD, EPS, RAW etc.)
- For initial submission only please also include the RAW files for each image
- All images should have Adobe RGB 1998 color profile embedded
- Save images in PC byte with no image compression (do not save as LZW or ZIP)

### Transparency Submission

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## **Please present all submissions in the following way**

- Submissions can be made on 35mm or medium format transparency film.
- If you are submitting work by mail, enclose an envelope or box and postage in the form of stamps, postal order or check to cover return shipping by certified mail. If sending work from overseas we recommend you use a courier service such as FedEx, please enclose a prepaid airway bill or sufficient funds to cover return in the same manner
- While we certainly take the greatest care possible with your work, due to the volume of material we handle and restrictions in our insurance coverage all submissions are sent at your own risk and A.E. Engine assumes no liability for lost or damaged photographs and you agree to insure your work against loss or damage. Submissions sent without return postage will not be returned
- Transparency submissions should be sent to:  
Photography Submissions, A.E. Engine, 2935 1st Avenue North, St. Petersburg, FL 33713

## **Releases**

If applicable please include a copy of any model or property release and reference it to the relevant image. For transparencies add MR, PR or MR&PR after the caption.