

UNIVERSAL MEDIA CO

PAPER POCKET CALENDAR GENERIC SUBMISSION GUIDELINES

If you have not submitted to Universal Media Company/ Australian Country before, you must send us a proposal for consideration. Please email your proposal, with links, to cpeters@umco.com.au. In your email, be sure to state your niche, specialty and/or subjects that you photograph; and provide links to samples of work that directly relates to existing Australian content products under the Paper Pocket content umbrella.

Once your work is accepted for consideration, please follow the Image Submission Specifications below.

IMAGE SPECIFICATIONS

- 300dpi
- RGB
- JPG file type (We DO NOT accept other formats including .tif, .png, .psd, .gif, .eps, etc.)
- Minimum 3800 pixels wide – height is proportional.

FILE NAMING

We require a very specific file naming convention. Each image must be numbered (however you like), but the file name must include your initials (first and last name). e.g IMG_45638_JS.jpg – (“JS” for photographer John Smith. DO NOT use your full name.)

- DO NOT use spaces, symbols (i.e., @\$%&#\@*~"/) or punctuation in your file name.
- Instead of spaces, please use an underscore “_” (note example above).
- Keep file names short and do not exceed 15 characters.

CAPTION & CREDIT INFORMATION

- **Image Number:** This is the number that you have assigned to the image.
- **Caption Info:** Include subject, location (city, state, country, etc.) and date (month, year).
- **Photographer’s Name:** Your name. Format this photo credit information exactly as you would like it to appear in print. Contents in this field will appear exactly the same way on the printed calendar. e.g. ©John Smith

UNIVERSAL MEDIA COMPANY

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