



*Keith D. Vogt*  
Through Our Len's  
Designer/ Publisher

# Photo Submissions for Through Our Lens

## A guide for our Club photographers

Thank you for agreeing to showcase your photos for an upcoming issue of Through Our Lens. These guidelines will help make the process smooth and if you have unanswered questions, shoot me an email. My email is below.

### Who Can Submit

- Photo submissions are open to **all** current Club members.
- Each member may send four (4) photos. If we receive a large number of entries, the Designer may limit submissions per photographer so everyone has a chance to be featured.

### How to Submit

- Email your photos to [lhphotoclubkdv@outlook.com](mailto:lhphotoclubkdv@outlook.com).
- We encourage you to submit images taken during the months covered by the publication.

### Copyright & Credit

- Copyrighted photos are welcome, just be sure your name or copyright notice appears clearly on the image.
- By submitting a copyrighted photo, you grant permission for it to be published.

- The publisher cannot be responsible for any copyright disputes that may arise.
- Photos remain the property of the photographer and may not be used by others without your permission.

### What to Include With Your Photo

To help us celebrate your work, please include:

- Your name
- Email or phone number (optional)
- Location of the photo
- Time of day
- Camera type
- Any additional details you'd like readers to know

### How Your Photo Will Be Used

- All photos are published exactly as submitted. The Designer will only make edits with your permission.
- The layout of Through Our Lens including photo placement, sizing, and number of pages is determined by the Designer.
- If a photo raises privacy concerns or questions about its content, the Designer will reach out to you directly.
- Please note that submitted photos will not be returned.



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## LH Photography Club Risks & Liability

### Important Notice - Safety, Risks & Liability

By participating in Lincoln Hills Photography Club (LHPC) activities, members and their guests are solely responsible for and assume all liabilities for their own safety, health, and costs. Neither the LHPC, officers, club members, field trip planners or leaders assume any responsibility for the safety, health or costs of members, guests, or others. Members are required to inform their guests of this notice and its requirements. Activities and field trips may include many safety issues such as hazardous walking, weather, driving, travel, lodging, food, criminal activity and exposure to injury, illness, and disease among others.

The Club's website and other communications are provided as a benefit to members. The Club can make no representations as to the accuracy, quality, timeliness, availability, or completeness of the

information available through these methods. Thus, use the website and other communications at your own risk.

**Acknowledgement:** By signing this Important Notice, I acknowledge that I have read the above Notice and understand that there are risks associated with Lincoln Hills Photography Club activities, and I am responsible for my own health, safety, and costs and those of my guests. I also acknowledge that I use the website and other communications at my own risk.

By submitting your photos to be published in *Through Our Lens*, it is presumed you agree with and abide with this policy.

If you have any questions, contact me at my email below.

[Lhphotoclubkdv@outlook.com](mailto:Lhphotoclubkdv@outlook.com)

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