



Artist Submission

In celebration of Teen Tech Week, submit your digital photographs in JPEG format expressing how you use the library. Visit the Teen Central Web site for a link to photo submissions, mail a good quality print to the address below or drop off photos at any library location. Photographs will not be returned.

Keep in mind that we cannot protect artwork from being copied from the Internet and being plagiarized. Artists' first names, school and grade/age will be the only information posted with the pieces. A signed Artist Submission/Release Form must be included with all submissions.

If you contribute photos featuring faces that can be clearly indentified, you must have subjects in your photos sign a photo release form and submit it with your work. **Anyone taking photos in the library must follow RCPL procedures. Ask staff for details.**

There are three ways to submit your work:

- ☐ **Online** - go to the Teen Central Web site at www.myRCPL.com/teen. Click on "submit." (You will need a valid library Web site account.) Once logged in, upload photos by clicking "browse" and selecting photos. Then click "save." **YOU MUST CLICK SAVE FOR PHOTOS TO UPLOAD!** Once your photos are successfully uploaded, you will see a confirmation page.
- ☐ **By mail** - send your photographs and the signed release form(s) to:
Richland County Public Library
Attention: Teen Central
1431 Assembly Street, Columbia, SC 29201
- ☐ **Drop off** - take photos to any library location. (At the Main Library, please go to the Information Desk or the Children's Room.)

Photos will be posted to the Teen Central Web site. Online voting will decide the best of the best.

Photo submissions: February 16 - March 14
Online voting: March 15 - March 21

----- Thanks for expressing yourself!

Artist Submission/Release Form

Please print your contact information. This information is for library use only.

Name_____

Address_____

City, State, Zip_____

Telephone _____E-mail_____

Age_____ Grade_____ School_____

I understand that the acceptance of my photograph is selective, not automatic. All submissions are reviewed by a staff member before they are posted to the Web site. I understand that RCPL reserves the right to exclude any material submitted.

I understand that the photo will become the property of the library and will not be returned. I also understand that the library has the rights to reproduce the photo in any way, including electronically on the library Web site and to list my name as the artist.

Artist Signature _____Date_____

If under 18, a parent's signature is also required.

I verify the accuracy and completeness of the above information. By signing below, I authorize the library to use my child's name and photograph in library publicity materials.

Parent's Signature _____Date_____

Please Print Parent's Name _____