



## PRINT ENTRY REQUIREMENTS

All printed pieces and photographs should be uploaded through our online entry process as a PDF. If it is absolutely necessary to submit physically, please read the following instructions:

- All print entries must be mounted on black poster board 14" x 20" or 20" x 30".
- All entries larger than 20" x 30" should be submitted as an 8" x 10" photo and mounted on a 14" x 20" black poster board.
- A poster may be submitted actual size by mounting it on two black poster boards that are hinged together. (No un-mounted posters will be accepted).
- If size prohibits the actual piece from being entered, such as a billboard, you may submit an 8" x 10" photo mounted on a 14" x 20" black poster board.
- Place an entry ID label (provided by the online entry system) on the **back** of each poster board in the **upper right-hand corner**.
- If not easily mounted, to prevent damage you may submit brochures, folded pieces, etc. in a padded envelope.

### Translations

Due to the international composition of our judging panels, we must request that all non-English language entries provide English translations for judging purposes.

**Please Note:** All submissions become the property of Promax to be used at their discretion. All relevant permissions and copyrights are assumed to be cleared by the entrant. We are not able to return any materials submitted for entry.

### Do you have any awards questions?

Please contact the Awards Department at:

Tel. +1.310.789.1520 or +1.310.789.1515

E-mail: [awards@promax.org](mailto:awards@promax.org)