

To: All future *INSPIRE NAIL STYLES* nail technicians

To submit your work, please follow these 5 simple steps to a world of publication:

1. The **SUBMISSION DATA FORM** (If you are sending tips, this is the only form you have to fill out)
Who did the nails? Please include: Salon Name and address
Technician name
Phone Number
2. Number of the photos on the **PHOTO SUBMISSION FORM** When you open the photo on your computer, each of the pictures has a number. List the numbers of the photos on the Photo Submission Form. There will be one entry for each photo sent in.
3. The **MODEL & PHOTO RELEASE FORM** When using a model(s) a release form must be signed by the model, technician and the person who took the photos.
4. **COPYRIGHT LICENSE** (If using a professional photographer) Please have photographer sign form.
5. **BURN THE DVD OR CD** Burn all the photos to a DVD or CD mark with your name and phone number.

That's all it takes other than mailing in your submissions in a padded envelope to **INSPIRE** Nails Styles for Salon Clients.

When your work is selected for publication, you'll receive a notification. If your work is not selected for the current issue, we will hold on to it and consider it for future issues.

Remember, the more you submit, the better the chance of being published!

Please include this form with all submissions

Submitter's Name: _____

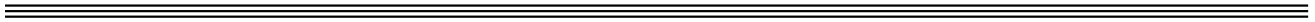
Submitter's Address: _____

City: _____

State: _____

ZIP: _____

Phone Number: _____



Salon/Company Name: _____

Salon/Company Address: _____

City: _____

State: _____ ZIP: _____

Phone Number: _____

Number of models used: _____

Female: _____ Male: _____

Number of images submitted: _____

CD: _____ DVD: _____

All credits will appear as you have listed on the Photo submission form.
Work must be CMYK format 300 dpi for a minimum of 4 x 6 size.
Submissions will not be returned.

Submission Data (Example)

Please include this form with all submissions

Submitter's Name: Jane Smith

Submitter's Address: 555 Main Street

City: Somewhere

State: CA

ZIP: 10006

Phone Number: 818-555-3434

Salon/Company Name: Main Street Salon

Salon/Company Address: 555 Main Street

City: Somewhere

State: CA ZIP: 10006

Phone Number: 818-555-3434

Number of models used: 10

Female: X Male: _____

Number of images submitted: 25

CD: X DVD: _____

All credits will appear as you have listed on the Photo submission form.
Work must be CMYK format 300 dpi for a minimum of 4 x 6 size.
Submissions will not be returned.

DIGITAL PHOTOGRAPHY

Please use the following as your criteria. Resolution must be 300 dpi, CMYK, 10 x 12 when scanned. A high-resolution digital proof must be supplied. Optional: 300 dpi at reproduction size or 50% either side of that. Color proof should be CMYK not RGB.

PHOTOGRAPHY

A professional photographer will best represent your hard work and greatly increase your chances for inclusion in Inspire. A professional photographer knows about film, lighting and shadows.

PROTECT YOUR WORK!

Send only very clean work.

CREDITS, CREDITS, CREDITS - Label Each Digital Proof

Congratulations! You've made it through the selection process. However, we can't credit the work without clear concise credits Salon or Company Name, Nail Techs Name, Stylist Name and Photographer. Inspire Nail Styles for Salon Clients can not be responsible for missed credits if not properly labeled.

RELEASE FORMS ARE CRITICAL

INSPIRE Nail Styles for Salon Clients provides you with release forms and using these will greatly expedite your submission through the selection process. Absence of a completed form will automatically eliminate your submission.

Think SQUARE!

Our technical layouts allow for larger photos if they are more square than rectangular. Plan on the top and bottom of your photos being cropped.

SIZES

Step-by-Step Photos: 3 x 4 inches approx.

After Photos: 8 x 10 inches.

SAVE Photo Files as:

Portrait

CMYK

Tiff

300 DPI

NAMING FILES

Technicians Initials-Model Name (Type of photo)

Example:

BL-JamieBefore

BL-JamieStep1

BL-JamieStep2

BL-JamieStep3...

BL-JamieAfter1

BL-JamieAfter2

BL-JamieAfter3...

NAMING File Folders

Technicians Name/Model Name/AFTER OR STEPS

Example:

Barbara Lhotan/JamieSmith/STEPS/BL-JamieStep1

Barbara Lhotan/JamieSmith/AFTER/BL-JamieAfter1

Photo Submission Form

Please complete the form below for each photo submitted. Number your photos sequentially and enter that corresponding number on the submission form. Remember to label all slides and photos with your salon name, hairstylist, makeup artist, & photographer. Creative Age will not be held accountable for missing credits if this information is not clearly provided. Please make extra copies of this form as needed.

Salon: _____

Nail Technician: _____

Photographer: _____

Photo Number: _____

Model: _____



Salon: _____

Nail Technician: _____

Photographer: _____

Photo Number: _____

Model: _____



Salon: _____

Nail Technician: _____

Photographer: _____

Photo Number: _____

Model: _____

Send All Work to:

INSPIRE NAIL STYLES C/O CREATIVE AGE

7628 Densmore Avenue • Van Nuys, CA 91406 • 800/634-8500 or 818/782-7328

Photo Submission Form (Example)

Please complete the form below for each photo submitted. Number your photos sequentially and enter that corresponding number on the submission form. Remember to label all slides and photos with your salon name, hairstylist, makeup artist, & photographer. Creative Age will not be held accountable for missing credits if this information is not clearly provided. Please make extra copies of this form as needed.

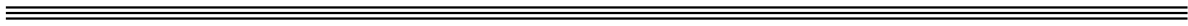
Salon: _____ Main Street Salon

Nail Technician: _____ Jane Smith

Photographer: _____ John Smith

Photo Number: _____ JS-Sally Ann-1

Model: _____ Sally Ann



Salon: _____ Main Street Salon

Nail Technician: _____ Jane Smith

Photographer: _____ John Smith

Photo Number: _____ JS-Sally Ann-2

Model: _____ Sally Ann



Salon: _____

Nail Technician: _____

Photographer: _____

Photo Number: _____

Model: _____

_____ insert photographer's name) ("Photographer") agrees to license the "Work" described below to Creative Age Communications as of (Effective Date) _____ on the following terms and conditions:

"Work" means any and all images and information provided by Photographer to Creative Age Communications, as of the Effective Date or at any time hereafter, for Creative Age Communication's use in conjunction with its publications for the professional beauty industry.

Photographer represents and warrants that he/she is the sole creator and owner of the Work and holds the complete and undivided copyright interest to the Work.

Photographer further represents and warrants that he/she has entered into any and all agreements with any person connected with the creation of the Work (including, without limitation, models, nail techs, hairstylists, and make-up artists) necessary to convey unencumbered to Creative Age Communications the rights and licenses granted herein. Photographer shall promptly inform Creative Age Communications of any rights of attribution that accompany the Work.

For Valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Photographer does hereby grant Creative Age Communications, its successors and assigns, a worldwide, royalty-free, nonexclusive, unlimited, sub licensable, for the Work, license:

(a) to reproduce the Work in any form or medium and by all means now known or later developed including electronic, and print format; (b) to prepare derivatives of the Work in any form or medium and by all means now known or later developed including either electronic and print format; (c) to distribute copies of the Work to the public in any form or medium and by all means now known or later developed including electronic and print format; and (d) to display the Work publicly in any form or medium and by all means now known or later developed including electronic and print format.

AGREED:

Photographer Signature: _____

Photographer Name (Print) _____

Photographer Address: _____

Date _____

Model and Photo Release Form

I realize in executing this release that I am freeing and holding Creative Age Communications harmless from any and all possible, actual or claimed conduct either by way of act of omission by them whether in the formulation or manufacture or application of the products to be used.

I hereby grant to Creative Age Communications the unrestricted, unlimited right and permission to use, reproduce, copyright, publish, publish on the internet, and exhibit in any form and manner whatsoever any and all photographs, video tapes, posters or other means of reproduction of my physical likeness taken on the date here of, without restriction to the date of use.

I hereby waive any and all rights I may have to inspect or approve any of the finished or unfinished photographs, videotapes, posters, or reproductions. I approve the use made of any photographs, videotapes, posters or other means of reproduction, or referred to herein, so long as the use is of a lawful purpose.

I am at least eighteen (18) years of age and otherwise meet the age of majority requirement in my state. I am not of legal age and therefore, I have the consent of my parent or legal guardian, evidenced by his/her signature below, and have read the above and thoroughly understand its terms and meaning, and I know no reason why I am not free and competent to grant this release.

Model Signature: _____ Date: _____

Print Name _____ Telephone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Parent or Guardian (if required): I hereby consent to this release signed by the model.

Parent or Guardian Signature: _____ Date: _____

Print Name: _____ Telephone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Nail Technician Signature: _____ Date: _____

Print Name: _____ Telephone: _____

Salon Name: _____

Salon Address: _____

City: _____ State: _____ Zip Code: _____

I, as the photographer, hereby consent to this release signed by the nail tech and model
Photographer Name (Print): _____

Photographer Signature: _____ Date: _____

*Submissions will not be returned.