



Dear Photographer,

Feb 2023

It is time to start the 2025 calendars!

We are preparing for the 2025 calendar review, so please review the photo submission information below, you can find on our website at www.smith-southwestern.com.

**Important note: We will be accepting submissions from 3/15/23 through 5/15/23.
Submissions submitted after these dates will not be reviewed.**

Read thoroughly as Submission guidelines have changed.

From this submission, we will be creating 2025 calendars, postcards and souvenir items. Images submitted may be chosen for any of these projects if applicable.

Submission Guidelines:

- The "Photographer Information Form" must accompany all photo submissions. This form is attached or you may also download it from our website. By signing this form, you agree that Smith-Southwestern will not accept any liability for loss or damage of digital file(s). Smith-Southwestern will also not assume any responsibility during shipping. You, as the photographer, accept responsibility for any photos taken on or off private property.

How to submit: Do not email JPEGs directly, as these will be rejected.

- USB Flash Drive: This is the preferred method for your submission and will be returned after full review.
- File sharing program: Please send the link via your normal e-mail. Sending directly from the file sharing website will often be tagged as SPAM on not make it to the proper inbox to be reviewed.
- CD/DVD: Still optional but slow down the process and will not be returned
- Save and name each file with a unique numeric or alphanumeric number, including photographer or company name within the file name. Putting your name at the beginning, or part of your company name incorporated into the file name in any manner is acceptable.
- Be sure all images on the disk are sorted into folders based on the categories of current needs. Please do not put the same image in multiple folders.

File Specifics:

- Only digital files will be accepted
- Send original high-resolution digital, low res files are no longer necessary to submit
- Images must be at least 300dpi and 6" x 9" in size for calendars.
- Skylines need to include the month and year the photo was taken in the file details.
- Be sure to note if your files have been adjusted or color corrected.
- Horizontal files are required for calendar usage.
- Save and name each file with a unique numeric or alphanumeric number, including photographer or company name within the file name. Putting your name at the beginning, or part of your company name incorporated into the file name in any manner is acceptable.
- Be sure all images submitted are sorted into folders based on the categories (state or subject based) Please do not put the same image in multiple folders.

Payment and usage:

- Once the calendar review and assembly is complete, an email will sent summarizing photo usage. Photo payments are sent once the calendar(s) have been received (approx. April). At this time, a sample of each calendar that has a photo used will also be sent with the check.
- Smith-Southwestern purchase orders are created internally for all calendar/photo projects; there is no need to send in an invoice. Payment is not processed until after calendars are received into inventory.

Photo credits:

- Photo credit will be given for each image per product (except for souvenir items since space is limited and hides views).
- Photo credit will read as it appears on the Photographer Information Form so PLEASE make sure this information is exactly how you want the photo credit to be given, Smith-Southwestern will not accept responsibility if incorrect information is given.

Please submit your photography to:

Smith-Southwestern
Attn: Photography Department
1850 N. Rosemont
Mesa, AZ 85205

Contact information:

Email: photo@smith-southwestern.com
Contact: Jody Hanlon
Phone: 480-854-9545

Attached is the photographer information form and current photography needs.

We look forward to reviewing your submission!

**SMITH-SOUTHWESTERN
PHOTOGRAPHER INFORMATION FORM**

FILL-OUT AND RETURN WITH YOUR SUBMISSION:

Company / Photographer Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____

Telephone: _____ Are You Incorporated: Y / N

If 'Yes', What Is Your Tax Identification Number: _____

CD's submitted: Y/N

If yes how many: _____

Key fob (USB) submitted: Y/N

If yes how many: _____

Important - Read Below:

I understand and agree to all conditions for submission to Smith-Southwestern and that Smith-Southwestern has no liability for lost or damaged personal property of digital files. Smith-Southwestern does not have any liability due to carrier loss or damage. I accept responsibility for any photos taken on or off private property:

Name: _____

Signature: _____

Date: _____

Notes: _____

PHOTOGRAPHER PAYMENT DETAILS:

ENGAGEMENT CALENDARS: \$150 (No additional payment for cover image)

POSTCARDS: \$50 – Single image / first image
 \$25 – each additional image

SOUVENIR ITEMS: \$50-1st image per item
 \$25-additional images per item if design is a collage
 Maximum \$100 per souvenir item

2025 Calendar Submission List of Subjects:

States & subject matter within the states are listed below:

ARIZONA:

Grand Canyon NP
Lake Powell

Monument Valley
Saguaro NP
Sedona
Tombstone
Tucson
Flagstaff
Lake Havasu
San Xavier

CALIFORNIA

Lake Tahoe
Lassen Volcano NP

Palm Springs
Redwood NP
Sequoia NP
Southern Cali Beaches
Yosemite NP
San Diego

COLORADO

Colorado Springs
Denver

Durango
Garden of the Gods
Mesa Verde NP
Pikes Peak
Rocky Mtn NP
Silverton

IDAHO

Boise
Couer d' Alene

Idaho Falls
McCall
Sawtooth Range
Snake River
Sand Point

LOUISIANA

Coastal
Mardi Gras

New Orleans

OKLAHOMA

Oklahoma City
Tulsa

MISSOURI

Branson
Lake of the Ozarks

Saint Louis
Gateway Arch NP
Kansas City

NEW MEXICO

Albuquerque
Ruidoso

Santa Fe
Taos
White Sand NP
Roswell

NEVADA

Lake Tahoe
Las Vegas

Reno
Laughlin

OREGON

Coastal
Crater Lake NP

Lighthouses
Mt. Hood
Portland
Bend
Newport

ROUTE 66

All States

NATIONAL PARKS

All States

TEXAS

Bluebonnets
El Paso
Landscapes (general)

Gulf Coast
San Antonio

UTAH

Arches NP
Bryce Canyon NP
Salt Lake City

Zion NP
Moab
Park City

WYOMING

Grand Teton NP
Jackson Hole
Yellowstone NP

MONTANA

Billings
Bozeman
Glacier NP

Great Falls
Missoula
Helena

WASHINGTON

Coastal
Olympic NP
Mt. Rainier NP
Mt. Saint
Helens

TENNESSEE

Great Smoky Mtn NP
Chattanooga
Nashville
Gatlinburg
Pigeon Forge
Memphis

GENERAL

Patriotic
Scenic America
Western
Beach

COWBOYS

Herding
Riding
Roping

ANIMALS

Southwest Wildlife
Rocky Mtn Wildlife
Hummingbird
Baby Wildlife
Horses
Kittens
Puppies
Alligators