



## Norfolk & Norwich Archaeological Society Plunkett Photography Competition

### Key Information

- By entering the competition, you agree to be bound by, and comply with, the enclosed Terms and Conditions (“**T&C**”).
- The competition is free to enter, and you must be a resident in the UK (excluding Northern Ireland).
- There are 2 categories within the competition: the adult category (for those aged 16 years old and over); and the youth category (for those aged between 6 years old and 15 years old).
- If you enter the youth category, you must provide parental/guardians consent. If you are entering the youth category on behalf of the entrant, you must be the entrant’s parent, guardian or carer.
- An entry into the adult category may only be made on behalf of an entrant where necessary for accessibility purposes, subject always to consent of the entrant being obtained prior to the submission of any such entry.
- The competition will run from 1 June 2025 and will close on 31 July 2025 (and no entries will be accepted after the closing date).
- You may enter a maximum of 6 photographs to the competition.
- All photographs submitted must have been photographed by you within Norfolk or be a subject that relates to Norfolk past and present.
- Also, all photographs should have some historical, heritage or archaeological significance, this is open to the widest interpretation, so they may be based on a location, but equally can contain people, be a landscape or object, show change, be observation based, technical or fine art, they may also address the subject of social history.
- They should be a recording of ‘the now’ for future generations and should attempt to facilitate showing how the present can become part of our recorded history for future interpretation.
- The technical requirements and specifications of each photograph are set out in the T&C.
- The intellectual property rights within your photograph will remain vested in you, however you agree to provide us with a licence to use your photograph in accordance with the T&C (although this is not, for the avoidance of doubt, any form of ‘*rights grab*’).

## Terms & Conditions

By submitting an entry, you are agreeing to be bound by these T&C.

### 1. The Promoter

- 1.1 The promoter is the Norfolk and Norwich Archaeological Society ("**Promoter**"). The Promoter will work with various partners during the course of the competition, being the Norfolk Heritage Centre, based at The Forum, and the Norfolk Record Office at County Hall, who are both part of Norfolk County Council ("**Partners**").

### 2. The Competition

- 2.1 The title of the competition is 'The Plunkett Prize - The View From Here'.
- 2.2 There are two categories within the competition, the adult category ("**Adult Category**") and the youth category ("**Youth Category**"), more fully detailed in clause 5 and each with respective prizes set out in clause 6.

### 3. How to enter

- 3.1 The competition will run from 00.01am on 1 June 2025 (the "**Opening Date**") to 23.59pm on 31 July 2025 (the "**Closing Date**") inclusive.
- 3.2 All Entries must be received by the Promoter by no later than 23.59pm on the Closing Date. All Entries received before the Opening Date or after the Closing Date are automatically disqualified.
- 3.3 To enter the competition, entrants ("**Entrants**") must email their photograph(s) to the Promoter (at [plunkett.prize@nnas.info](mailto:plunkett.prize@nnas.info) ) and complete all entry fields on the competition section of our website ([www.nnas.info/plunkettprize](http://www.nnas.info/plunkettprize) ) (both elements constituting an "**Entry**" or "**Entries**"), including:
- (a) the Entrant's full name;
  - (b) the Entrant's email address;
  - (c) the Entrant's postal address;
  - (d) the title of work;
  - (e) relevant details about the Entry, including where and when it was taken;
  - (f) a brief explanation of the Entry; and
  - (g) confirmation from the Entrant confirming that:
    - i. all Entry's submitted are the Entrant's own original work and do not infringe the Intellectual Property Rights of any third party ("**Intellectual Property Rights**" being any patents, utility models, rights to inventions, copyright and neighboring and related rights, moral rights, trademarks and service marks, business names and domain names, rights in get-up and trade dress, goodwill and the right to sue for passing off or unfair competition, rights in designs, rights in computer software, database rights, rights to use, and protect the confidentiality of, confidential information (including know-how and trade secrets) and all other intellectual property rights, in each case whether registered or unregistered and including all applications and rights to apply for and be granted renewals or extensions of, or to claim priority from, those rights and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world);

- ii. if applicable, the Entrant has informed any individual featured in their Entry of the purpose of the Entry and their rights (and no such individual has objected to being featured);
- iii. they have obtained all necessary permissions and consents in relation to any third-party materials included in their Entries;
- iv. no trespass or unlawful act was committed in the taking, or the production, of the Entry and the Entry does not including anything that may be considered offensive, indecent, illegal, pornographic, harassing, threatening, violent, defamatory;
- v. the Entry does not contain anything that may bring the name or reputation of the Promoter or its Partners into disrepute; and
- vi. the Entrant has read and accepted these T&C.

The Entrant agrees to comply with the requirements and restrictions set out in clause 3.3(g) in full. As such, the Entrant shall indemnify, and shall keep indemnified, the Promoter (and its officers, directors, employees, agents, representative, sub-contractors and Partners) against all liabilities, costs, expenses, damages and losses (including any direct, indirect or consequential losses, loss of profit, loss of reputation and all interest, penalties and legal costs (calculated on a full indemnity basis) and all other reasonable professional costs and expenses) suffered or incurred by the Promoter (or any of its officers, directors, employees, agents, representative, sub-contractors or Partners) arising out of or in connection with a breach by the Entrant (or anyone acting on behalf of the Entrant) of this clause 3.3.

3.4 No purchase is necessary and there is no charge to register for use of the website.

3.5 An internet connection is required to enter the competition. Public internet access is usually available at your local library. If submitting multiple Entries, you may email each Entry in separate emails, but please include your submission details with each one.

3.6 The Promoter will **not** accept:

(a) responsibility for Entries that are corrupted, not successfully completed or transmitted, lost, mislaid, damaged or delayed in transit, regardless of cause, including, for example, as a result of any postal failure, equipment failure, technical malfunction, systems, satellite, network, server, website, computer hardware or software failure of any kind; or

(b) proof of posting or transmission as proof of receipt of entry to the competition.

3.7 By submitting an Entry, you are agreeing to be bound by these T&C.

3.8 For help with Entries, please contact [plunkett.prize@nnas.info](mailto:plunkett.prize@nnas.info) or see [www.nnas.info/contact-us](http://www.nnas.info/contact-us)

3.9 Please see [www.nnas.info/plunkett](http://www.nnas.info/plunkett) for a copy of these T&C.

3.10 The Entries will be judged by a panel of four judges (made up of three judges and one chair). The decision of the panel of judges (acting reasonably) will be final. For context, the Entries will be judged based on their originality, composition and technical proficiency, alongside the story behind the image, impact, and relevance.

3.11 A list of names of the judges can be viewed on [www.nnas.info/plunkett](http://www.nnas.info/plunkett) from the Closing Date for a period of 90 days.

## **4. Requirements of Entries**

- 4.1 All Entries must be produced using photographic techniques, Entries must be submitted as high-resolution JPEGs, with a minimum of 300 dpi resolution and at least 1600 pixels in width. No photographic image uploaded may be larger than 5 MB in total. Winning and shortlisted Entrants may be required to provide the original RAW or JPEG file as shot, at the Promoter's discretion.
- 4.2 Entries may be made using any device – a camera, smartphone or tablet, and can be shot digitally or using film. In all cases, files (or scans in the case of images on film or from other photographic techniques) must be emailed to the Promoter in accordance with clause 3.3 above.
- 4.3 You are free to use any photographic technique or associated skill or technology; analog or digital, long exposure, filtered, cyanotype, photocopy or photomontage, so long as the work can be supplied to us as digital files. Process your images how you see fit, you are free to use artistic interpretation and expression to the full. All Entries should be submitted as JPEGs, a minimum resolution of 300 dpi. For preview purposes by the judges, at least 1600 pixels in width. No individual photographic image emailed for entry to the competition should be larger than 5 MB.
- 4.4 The subject of all Entries must be taken within Norfolk or relate to Norfolk's history. Entries can have some historical significance, or be a record of something that is pertinent to the future history and interpretation of the history of the county of Norfolk's cities or settlements, and Entrants may explain the relationship of the location or subject, any historical significance or event as part of their Entry in accordance with clause 3.3 above.
- 4.5 The Promoter will not accept Entries that are:
- (a) automatically generated by a computer or using any form of artificial intelligence (including but not limited to chatbots such as ChatGPT or similar software applications);
  - (b) not the Entrant's original work;
  - (c) completed by third parties or in bulk;
  - (d) illegible, have been altered, reconstructed, forged or tampered with
  - (e) photocopies (and not originals); or
  - (f) incomplete.
- 4.6 In addition to clause 4.4 above, Entrants are not permitted to manipulate the image in a way which would be likely to mislead.
- 4.7 Entries that do not fulfil the above criteria set out in clause 3 and 4 will be deemed ineligible and disqualified. Where this is discovered after any prize has been awarded, the prize must be returned or refunded by the Entrant.

## **5. Eligibility**

- 5.1 The competition is only open to residents in the United Kingdom (excluding Northern Ireland) aged 16 years and older for the Adult Category, or aged between 6 and 15 years old for the Youth Category, except:
- (a) employees of the Promoter or its holding or subsidiary companies, if any;
  - (b) employees of agents or suppliers of the Promoter or its holding or subsidiary companies, who are professionally connected with the competition or its administration; or
  - (c) members of the immediate families or households of (a) and (b) above.

- 5.2 In entering the competition, you confirm that you are eligible to do so and eligible to claim the prize. The Promoter may require you to provide proof that you are eligible to enter the competition.
- 5.3 Entrants that do not fulfil the above eligibility criteria will be deemed ineligible and their Entries disqualified. Where this is discovered after any prize has been awarded, the prize must be returned or refunded by the Entrant.
- 5.4 If you enter the Youth Category, you must provide parental or legal guardian consent. If you are entering the Youth Category on behalf of the Entrant, you must be the Entrant's parent, legal guardian or carer. An Entry into the Adult Category may only be made on behalf of an Entrant where necessary for accessibility purposes, subject always to consent of the Entrant being obtained prior to the submission of any such Entry.
- 5.5 Joint submissions are not allowed.
- 5.6 There is a limit of 6 Entries per person, with a combined size of no more than 15mb.
- 5.7 The Promoter reserves all rights to disqualify you if your conduct is contrary to the spirit or intention of the prize competition.
- 5.8 Entries cannot be returned.

## 6. The prizes

- 6.1 There are 3 prizes available to be won in the Adult Category, and 3 prizes available to be won in the Youth Category, more fully detailed below.
- 6.2 The prizes for the Adult Category of the competition are as follows:

Position	Prize
1 <sup>st</sup> Place	£500
Runner-up 1	£250
Runner-up 2	£250

- 6.3 The prizes for the Youth Category of the competition are as follows:

Position	Prize
1 <sup>st</sup> Place	Digital camera
Runner-up 1	Digital camera
Runner-up 2	Digital camera

- 6.4 Prizes are subject to availability. There is no cash alternative for the prizes in the Youth Category, and the Promoter reserves the right to substitute the prize in either category with an alternative of equal or higher value if circumstances beyond the Promoter's control makes it necessary to do so.
- 6.5 The prizes in both categories are not negotiable or transferable.
- 6.6 The mechanism for claiming the prizes is set out in clause 8 below.

## 7. Winners

- 7.1 The decision of the judges nominated by the Promoter is final and no correspondence or discussion will be entered into.
- 7.2 The Promoter will contact the shortlisted runners-up and winners of each category of the competition as soon as practicable after the Announcement Date, using the email address provided by the relevant Entrant. The Promoter will not amend any contact information once the Entry has been submitted.
- 7.3 The Promoter must either publish or make available information that indicates that a valid award took place. To comply with this obligation the Promoter will publish the surname and county of major prize winners in the Adult Category (and the first name and county of major prize winners in the Youth Category) and, if applicable, their winning Entries on [www.nnas.info](http://www.nnas.info) within one month of the Closing Date ("**Announcement Date**"), subject always to the Promoter obtaining the express consent of the Entrant (or, in the case of the Youth Category, the Entrants parental or legal guardians' consent, in accordance with clause 8.1 below).
- 7.4 The information outlined at clause 7.3 above may also be made available on our Partners' websites and/or social media pages, including the Promoter's social media pages.
- 7.5 If you object to any or all of your surname (or first name, if in the Youth Category), country and winning entry being published or made available, please contact the Promoter at [plunkett.prize@nnas.info](mailto:plunkett.prize@nnas.info) . In such circumstances, the Promoter must still be able to provide the information and winning entry to the Advertising Standards Authority on request.
- 7.6 Shortlisted Entries may need to be resupplied in higher resolution and not compressed for the purposes of printing for the exhibition and future archival with the Norfolk Heritage Centre at The Forum. By entering the competition, should you be shortlisted and/or a winner, you give your consent to have your work entered into the archive at Norwich Heritage Centre as part of the non-commercial collection (for viewing only). In addition, we may want to use the shortlisted and winning images to publicize a future prize (in accordance with clause 10.3 below).

## 8. Claiming the prize

- 8.1 The Promoter will personally email the winners and runners-up on or around the Announcement Date in order to inform them of their position in the competition, and in order to obtain their express consent (either directly from the Entrant within the Adult Category, or from the parent / legal guardian of the Entrant within the Youth Category) should the Promoter wish to use the respective winner and/or runner-up's details in any publicity, in accordance with the terms of these T&C.
- 8.2 In order to claim the prize, the winners and runners-up must respond via e-mail to the Promoter's email (set out in clause 8.1) within 30 days of the Announcement Date and provide any information reasonably requested by the Promoter in respect of claiming the prizes (and any such consent, as set out above).
- 8.3 For any cash prizes, these shall be paid by the Promoter via bank transfer, and winners / runners-up in their reply to the Promoter's email shall provide relevant, accurate bank account details.

- 8.4 In respect of the non-cash prize for the Youth Category, the Promoter will contact the winner and runners-up, in order to organise delivery or collection of the prize.
- 8.5 The Promoter shall use reasonable endeavours to issue all prizes to the winners and runners-up within 45 days of the Announcement Date, provided that it shall not be liable for any delays caused by the winner and/or runner-up. The Promoter accepts no liability if the winner and/or runner-up provides any incorrect information required to issue the prizes.
- 8.6 The Promoter will make all reasonable efforts to contact each winner and runner-up. If a winner or runner-up cannot be contacted by e-mail, is not available, or does not provide the required information within 30 days of the Announcement Date, the Promoter reserves the right to offer the prize to the next eligible Entrant selected from the eligible Entries received by the Promoter prior to the Closing Date.
- 8.7 The Promoter does not accept any responsibility if you are not able to take up the prize.
- 8.8 The cash prize in the Adult Category may not be claimed by a third party on your behalf.

## **9. Limitation of liability**

9.1 Insofar as is permitted by law, the Promoter, its agents, distributors or Partners will not in any circumstances:

- (a) be responsible or liable to compensate the winner or any runner-up; or
- (b) accept any liability for any loss, damage, personal injury or death occurring as a result of any winner or runner-up taking up the prize, except where it is caused by the negligence of the Promoter, its agents, distributors or Partners, or that of their employees.

Your statutory rights are not affected.

## **10. Ownership of Competition entries**

10.1 The Promoter does not claim any rights of ownership in your Entry, all Intellectual Property Rights in your Entry remain vested in you.

10.2 You agree that the Promoter may, in its sole discretion:

- (a) make your Entry available on its (or any of its Partners) website and in any other media, whether now known or invented in the future;
- (b) use your Entry in connection with any publicity of the competition or any future competitions;
- (c) reproduce and exhibit (and authorise third party partners (including the Partners) to reproduce and exhibit) the Entry in the Plunkett Prize exhibition at Hungate, and in print or digital format;
- (d) use the Entry to promote the exhibition, in accordance with the licence granted to the Promoter at clause 10.3 below.

- 10.3 You grant the Promoter a non-exclusive, worldwide, irrevocable licence in perpetuity to use, display, publish, transmit, copy, edit, alter, store, re-format and sub-licence the Intellectual Property Rights in the Entry and any accompanying materials for such purposes outlined at clause 10.2 above.
- 10.4 The Entrant shall indemnify, and keep indemnified, the Promoter (and its officers, directors, employees, agents, representatives, sub-contractors and Partners) in full against all liabilities, costs, expenses, damages and losses (including any direct, indirect or consequential losses, loss of profit, loss of reputation and all interest, penalties and legal costs (calculated on a full indemnity basis) and all other reasonable professional costs and expenses) suffered or incurred by the Promoter (or its officers, directors, employees, agents, representatives, sub-contractors or Partners) arising out of or in connection with any claim made against the Promoter (or its officers, directors, employees, agents, representatives, sub-contractors or Partners) for actual or alleged infringement of a third party's Intellectual Property Rights in relation to the Entry or any accompanying materials.

## **11. Data protection and publicity**

- 11.1 The Promoter will only process your personal information as set out in its privacy policy, as at [www.nnas.info/privacy-policy](http://www.nnas.info/privacy-policy) See also clauses 7.3 to 7.5 (inclusive), with regard to the announcement of winners.
- 11.2 In addition to clause 11.1 above, you acknowledge and understand that by entering the competition, any information and personal data provided by you (and/or any personal data concerning the Entrant) will be processed by the Promoter and its Partners as part of the competition, in order to administer and fulfil the competition and for the purposes set out in these T&C.

## **12. General**

- 12.1 If there is any reason to believe that there has been a breach of these T&C, the Promoter, at its sole discretion, reserves the right to exclude you from participating in the competition.
- 12.2 The Promoter reserves the right to hold void, suspend or cancel the competition where it becomes necessary to do so.
- 12.3 These T&C are governed by English law. If any Entrants to this promotion wish to take court proceedings, then they must do this within the courts in the United Kingdom (excluding Northern Ireland).