

**Guidelines for Photographers**  
**Arizona Wildlife Views**  
*The official magazine published by*  
*the Arizona Game and Fish Department*  
**Effective July 1, 2014**

**Note:** The current guidelines, posted to the magazine's website, govern the terms and conditions at time of publication.

**Guidelines:** We prefer and primarily use the highest resolution digital images. Make it your goal to submit images that are as good as or better than those you see in our magazine. Edit carefully: more is not better. All submissions must be identified as described below. The Arizona Game and Fish Department does not accept responsibility for any submissions. It is the artist's responsibility to insure his or her work. Model releases generally are not necessary unless subject matter is of a delicate or sensitive nature.

Image requirements:

- The minimum resolution requirement is 300 pixels per inch. We prefer a photo to be at least 9" x 12" at this resolution. For best quality, shoot using low ISOs.
- Use file metadata to include photo credit (exactly as you wish it to appear), caption and copyright information, including positive identification of all animals and plants.
- Submit files with little or no sharpening or color correction. (This work must be done on our side, to optimize photos for process-color magazine printing. We calibrate our monitors to color keys provided by our printer, so we prefer receiving relatively untouched images.)
- Submit high-resolution JPEG files compatible with Macintosh OS X.
- We do not return CDs or DVDs.

**Payment:** Contributors must obtain an Arizona vendor number via [procure.az.gov](http://procure.az.gov). The number is required for us to process payment. Upon publication, we send an acknowledgment of services for material published, along with two contributor copies. Payment is made following issuance of the acknowledgment of services.

**Fees and use rights:** Fees are based on the size of the image as published in print. Front cover = \$400; back cover = \$350; inside 1 page or larger = \$250; inside ¾ page or larger = \$200; inside 1/2 page or larger = \$150; inside ¼ page or larger \$100; inside under ¼ page = \$50. Special circumstances or images are negotiable. Small illustrative photos documenting "how-to" processes typically run at under 2.5" on all edges and are purchased as a package at a negotiated price. Fees purchase one-time use rights and the right to reprint photographs as part of an article reprint used for educational purposes only.

An additional fee of \$50 is added to purchase the right to republish photos in the digital version of Arizona Wildlife Views, as well as in social media outlets and on the department's website as they appeared in the magazine; for example, in a small JPEG version of the opening spread of an article, or as an image of the cover. This fee purchases all the digital rights to photos in one story package. All other uses, printed or electronic, remain protected and subject to further compensation.

**Photo Handling and Archiving:** We often archive digital photos so we can consider them for future use. This helps us to learn your specialties and saves you the trouble of re-submitting the same images later. We will never share your images with anyone, or use them on any project without obtaining your permission first. If you do not want your images archived, let us know and we will destroy your CD or DVD once we have considered the images for Arizona Wildlife Views. We do not return CDs or DVDs.

**Tips:** In general, e-mail queries are preferred. Introduce us to your work by directing us to your website or providing samples via email. We occasionally send out a "want list" of images needed for upcoming issues; let us know if you'd like to be on that list.

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