**West Sussex Mind Photography Competition**

**Competition Rules, Terms and Conditions**

1. The West Sussex Mind Photography Competition (“the Competition”) is open for submissions until midnight on 31 May 2021 which is without exception the closing date. Any entries received after this date will be disqualified and no refund of the entry fee will be made.
2. The Competition is for a photograph on the theme as detailed in Rule 3. below. The photograph must be no larger than 6MB and must be submitted as a jpeg file from any digital device. West Sussex Mind reserves the right to resize photographs.
3. Photographs must be on the theme of Reflections On Spring.
4. Photographs must not have been previously displayed or exhibited in print or on the internet and the entrant must hold all applicable rights. Works that have won prizes in other contests or that have been submitted to other contests currently underway are not eligible. Works that are entered in other contests after submitting to this contest will not be eligible. All photograph submissions must be the original work of the entrant and be submitted as originally taken. Any photographs found to be edited or filtered in any way shall be disqualified and no refund of the entry fee shall be made.

**Payment and entry**

1. The entry fee is £5 per photograph, £8 for two photographs and £10 for three photographs. Each photograph must be emailed separately.
2. Payment of entry fees must be made via the Donate button on our website [www.westsussexmind.org](http://www.westsussexmind.org).Please ensure that your donation clearly states your name and ‘Photo Competition Entry’ so your payment can be married up to your entry. Once payment has been made, please email your entry to community@westsussexmind.org. Any photographs that are not associated with a payment will be disqualified.
3. Submission method/payment may change while the Competition is open, and this will be reflected in a change of rules, which will be published on this site.

**General conditions**

1. There is no geographical restriction on entrants. Entry is open to anyone over 18 years of age.
2. The judges’ decision is final. No correspondence will be entered into.
3. Entrants retain the copyright to their photographs. However, by entering the Competition, entrants give consent to West Sussex Mind to publish their photographs on the West Sussex Mind website and any other relevant marketing or promotional material.
4. All entrants will be contacted by the end of July 2021.
5. Submission of photographs will be taken as acceptance of these rules, terms and conditions.

**Data Protection**

* By entering the competition you send us your contact details; your name and email are essential. are agreeing to our keeping your contact details. You will occasionally receive emails from us with updates about all our competitions and events. You may unsubscribe at any time by clicking on the bottom of an email you've received. For our full privacy statement please visit: <https://www.westsussexmind.org/contact/privacy-statement>

**Contact details**

* We hold entrants' names so that we can list entrants separately from entries, because our judging is done anonymously. We need an email address so we can contact entrants if we have a query about their entry and to advise them if they are the winner.
* When the competition results have been decided, we will announce it on our website. The winning entrant will be contacted before the decision is announced to the public. If we need to be in touch with individuals for competition administration purposes after that point, we will adapt and renew our agreement with them concerning their data.
* We undertake to keep those details safely, and not to share them with anyone or to store them where others have access.

**Viewing your details**

* In the meantime, if you wish to have sight of the details we are holding, please email us. We will delete the information held on you at any time if you instruct us to do so.

**Using your details**

* We won't use personal details sent to us by competition entrants for any other purpose than competition administration, unless, as sometimes happens, an entrant specifically asks, along with their entry, for any other actions (for example, to join our supporters network).
* We may use your personal information to:
* Provide you with the important advice and support you’ve asked us for, whether this be over the phone, via email or other important services;
* Provide or administer activities relating to all our services: updating you with important administrative messages, to help us identify you when you contact us, and help us to properly maintain our records;
* Improve your experience with us. We may use your information to enhance the service that our staff provide, to support you to fundraise for us and gift aid declarations, to improve our information and communications.
* Provide you with information about our plans. This may be letting you know about new or enhanced services that we hope will be useful and interesting to you, and may include fundraising updates. Of course, we will only do this either with your consent, where we need to fulfil a contract or service with you, or where we believe you will expect to be updated and contacted by us. You can of course ask us at any time to change how we contact you, simply contact info@westsussexmind.org
* We may need to disclose your information if required to do so by law (for example, to comply with applicable laws, regulations and codes of practice or in response to a valid request from a competent authority);
* A special note about the sensitive Information we hold:
* If you contact us at West Sussex Mind through our main number, through social media, or in other more general communications with us such emails, you may choose to provide details of a sensitive nature.
* We only use it for the purposes of dealing with your enquiry, training, and quality monitoring or evaluating the services we provide. We will not pass on your details to anyone else without your express permission except in exceptional circumstances. Examples of this might include anyone reporting serious self-harm or posing a threat to others, children contacting us and sharing serious issues.
* If you provide us with any sensitive personal data by telephone, email or by other means, we will treat that information with extra care and always in accordance with this Privacy Policy.
* Your personal information and details of the enquiries received are stored for no longer than is necessary for the purposes of its use. We carry out periodic deletion of data whose retention period has expired and/or when the need to continue holding such data is no longer necessary.