

# Miss Arkansas

SCHOLARSHIP PAGEANT, INC.

## HEADSHOT PHOTO REQUIREMENTS

You do not need to print and place this page of instructions in your packet

**STEP ONE(1):** Review the headshot photo guidelines listed below. These are Miss America guidelines for your Miss Arkansas headshot. Your headshot will appear in:

- Miss Arkansas Website Contestant photo tab
- Miss America Website State Contestant photo
- Class Group shot in the Program book
- Posting on social media
- Judges book
- Media
- OTHER

**STEP TWO(2):** Have your headshot taken or; Use a photo that meets the guideline you have taken before.

**STEP THREE(3):** Email a copy to: [cjwilson1852@gmail.com](mailto:cjwilson1852@gmail.com)

- email before April 1
- send from a computer not your cell phone.
- If you have issues with email contact CJ 870-897-9997

**STEP FOUR(4):** Place headshot on a CD or thumb drive

- bring CD or Thumb drive to the Photo shoot April 2 or 3rd , 2016
- to give to CJ as a backup.

**STEP FIVE(5):** DO NOT WAIT UNTIL THE DEADLINE:

- Get your head shot taken now.
- Final deadline if you were crowned close to April 1 contact CJ to discuss.

## HEADSHOT PHOTO GUIDELINES

- Use a plain background (High Resolution)
- No crown or sash
- Vertical position
- All photos should be a headshot
- No borders on the photo files
- Keep the style and make-up simple, clean and attractive
- Keep the hair off the face so it does not hide or cast shadows on the photo
- **Never cover the face with hands, hair, jewelry or clothing**
- Simple garments with clean lines photograph best
- Do not crop the hair or some elements of the face out of the picture
- Photo Size and Resolution: 2x3 COLOR File – 300 resolution .jpg file on a CD.
- **Suggested Examples:**

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**JUDGES BOOK: Six (6) 4 x 6 COLOR hard copies**

## Judges Book Photos

- Place six (6) hard copies headshot photos in your Contestant Packet.  
4X6 Color photo's - COLOR **ONLY!**
- Your Contestant Packet will be turned in April 24, 2016-during the placement lottery: On-Line Selection gathering with your State Field Director.
- Label each photo on the back of your headshot in a manner that does not bleed through to the front of your photo:
  - Title (without the word Miss)
  - Name as it is to appear to judges
  - You will NOT place a photo CD this year in your Contestant Packet April 24.
  - Your photo CD will be turned on at the Photo shoot on April 2 or 3, 2016

**PHOTOGRAPHER RELEASE FORMS: REQUIRED (Choose one and Place in packet):  
Form F7 or F8 under document 2 on the state forms tab.**

- **Get photographer signatures on one copy of the two (2) Miss Arkansas photo releases found under the forms tab on [www.missarkansas.org](http://www.missarkansas.org):**
  - **If you use an Individual Photographer to take your headshot photo have this form signed:**  
**F7 D2: [Individual Photographer Agreement](#) 2016**

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- If you use a Corporation to take your headshot photo have this form signed:  
F8 D2: [Photography Corporation Agreement](#) 2016
- ➔ Place a copy of the appropriate signed release in your contestant packet to be turned in April 24, 2016. Miss Arkansas or Miss America will not use your photo until this release is signed and turned.

**AWARDS:**

If a Miss Arkansas Award is given judging will be based on the website photos.

**HEADSHOT SUBMISISON OVERVIEW**

HEADSHOT:	DETAILS:
One (1) Digital format (April 1, 2016)	email to <a href="mailto:cjwilson1852@sbcglobal.net">cjwilson1852@sbcglobal.net</a> by April 1, 2016
	If your crowning was in March you have until April 15, 2016. Hopefully you will have completed by March 31 so you can turn in CD at photo shoot.
Head Shot CD or Thumb drive: (April 2 or 3, 2016)	As back up to your headshot email; place headshot on CD or thumb drive; Turn in at photo shoot April 2-3, 2016
Photo Size and Resolution	Digital 2x3 COLOR File – 300 resolution .jpg file Hard Copy: Color 4 X 6 (6)Six copies Labeled; 300 DPI resolution
Photo email Subject line (April 1) and CD/Thumb Drive label: (April 2 or 3).	Your head shot: Email subject line and your CD/Thumb drive: should be labeled with the “Local Title” only (no Miss)—for example, if the contestant is Miss Atlantic City, the file name will be “Atlantic City.” Do not use “Miss” or the contestant’s name in the filename; Email by April 1, 2016 and Turn in to CJ your CD/Thumb Drive at Photo shoot April 2-3, 2016
Head Shot 6 Hard Copy [SIZE 4X6] (April 24)	Six (6) Hard Copies 4 X 6; place in your contestant packet to turn in April 24, 2016
Label (6) Hard Copy Photos: (April 24, 2016)	On the back of your hard copy photos place in a manner that does not bleed through to front of photo. Label CD with Title___ & Local Titleholder Name (without Miss). You will add your group and number after the Lottery drawing April 24, 2016 and return to your contestant packet.