



Terms & Conditions

Kent Community Foundation's

Festive photo call: Share your winter community moments

Help us celebrate the season by sharing photos that showcase kindness, connection and community across Kent and Medway. Selected images may feature in our festive card and other Kent Community Foundation communications.

By submitting a photo to Kent Community Foundation's festive photo call, you agree to the following terms and conditions:

1. Eligibility

This photo call is open to registered charities, Community Interest Companies (CICs), and community and voluntary groups based in Kent and Medway that have previously received, or are currently receiving, support from Kent Community Foundation.

Photos must be submitted by an individual associated with the organisation, such as a volunteer, trustee, staff member, supporter or beneficiary.

2. Submission guidelines

Photos must be submitted through the official online form during the submission period.

There is no limit to the number of photos an organisation can submit.

Photo requirements

- Photos must be in high-resolution JPEG or TIFF format (minimum 300dpi and minimum file size 1MB).
- Photos must be original and taken by someone associated with the submitting organisation.
- No stock photos or AI-generated images are permitted.
- Photos must not contain watermarks, signatures or borders.
- Images should capture winter, festive or seasonal moments that reflect the spirit of community, connection, kindness and local impact.

Consent

It is the responsibility of the entrant to ensure that explicit consent has been obtained from any identifiable individuals featured in submitted photos.

- This includes parental or guardian consent for any children or vulnerable adults.
- You must be able to provide proof of consent upon request.
- By submitting a photo, you confirm that you have secured the necessary consent for Kent Community Foundation to use the image for promotional and communications purposes.
- A tick-box option to confirm consent will be provided on the submission form.

3. Usage rights and intellectual property

By submitting a photo, you grant Kent Community Foundation a non-exclusive, royalty-free licence to use, reproduce and display the submitted images in connection with the promotion of our work.

Selected photos may be used across Kent Community Foundation's communications, including but not limited to:

- Festive cards and seasonal greetings
- Kent Community Foundation website
- Social media channels
- Newsletters and email communications
- Printed and digital publications
- Presentations and promotional materials

As a thank you for participating, the organisation associated with the photograph selected for Kent Community Foundation's festive card **will receive 50 copies of the finished card**. These cards will not carry Kent Community Foundation branding and will be supplied to the selected organisation for their own use.

The copyright of all submitted photos will remain with the original photographer.

Wherever possible, Kent Community Foundation will credit the photographer and/or organisation when using an image.

Submission of a photo does not guarantee that it will be used.

By submitting a photo, you agree to Kent Community Foundation using the information provided to administer this photo call and contact you regarding your submission. Your details

will not be used for marketing purposes unless you have separately opted in to receive communications.

4. Data Protection & Privacy

What we collect

When you submit a photo, we collect the following personal data:

- Entrant details (name, email address, phone number, organisation name, organisation website, and district).
- Information about your photo (location, date taken)
- Your submitted photo(s), which may include personal data if individuals are identifiable.

Why we collect it

We use this information to:

- Administer and manage the photo call.
- Contact you regarding your entry.
- Promote the photo call and Kent Community Foundation's charitable work (where photos are selected for use).
- Comply with legal obligations.

Lawful basis

The lawful basis for processing your personal data under the UK GDPR is consent, which you provide when submitting your entry and agreeing to these Terms and Conditions.

Who can access your data

- Kent Community Foundation staff involved in managing the photo call.
- Communications partners and platforms (e.g. website, social media, printed materials) where selected photos are published.

How long we keep your data

- Submissions will be retained until the end of photo call (November 2026)
- Selected photos, and the entrant's name/organisation, may be retained for up to 5 years for promotional and archival purposes.
- Non-selected entries will be securely deleted within 6 months after the photo call closes.

Your rights

Under the UK GDPR, you have the right to:

- Access your data.

- Request correction or deletion.
- Withdraw consent at any time (this will stop future use of your photo, but it may not be possible to remove content already published).
- Complain to the Information Commissioner's Office (ICO) if you are unhappy with how your data is handled.

Contact

For any queries or to exercise your rights, please contact hello@kentcf.org.uk

5. General enquiries

If you have any questions about the festive photo call or experience any technical difficulties with your submission, please contact Hannah Hayfield at hannah@kentcf.org.uk.