Photo Submission Guidelines

Please use these guidelines when submitting a photo to Girl Scouts of Orange County. Please send all submissions to MarCom@GirlScoutsOC.org. Files too large to attach to an email can be sent through WeTransfer.com.

What we need

1. File Format

For best results in our print collateral items, we need high-resolution photos. The image must be a minimum 300 dpi. The image file can be any of the following formats: psd, tiff, png, or jpeg.
Note: Images taken from the internet are typically low resolution (around 72 dpi) and may appear pixelated in print.

2. Color

It is preferred that the image be saved as CMYK, but RGB file types are also acceptable.

3. Permission

Content may not be submitted, downloaded, stored, printed, manipulated, distributed, or used in any form without prior written permission from the copyright holder. By submitting photos or other content to GSOC you are stipulating to us that you own the copyright to such Content or have permission from the copyright holder to submit such Content.

4. Photo Release (for Minors)

Minors featured in submitted photos must have GSOC photo release signed by a parent or guardian. Editable PDF photo release is available on GirlScoutsOC.org. Click on "Forms & Docs" at the top of the pages and search "photo release".

Our process

1. Quality Control

We will check the image to be sure that is in the correct size and format. If adjustments

can be made on our end to bring the submission to spec, we will make them. Otherwise, we will contact you to request a revised submission.

2. Photo Sizing

Photos will be sized proportionately for the best fit within the design. Please note that your photo may be cropped to fit within the design constraints of the piece.

Questions?

Feel free to contact us at MarCom@GirlScoutsOC.org with any questions or concerns.