

## 1 Prepare your project files for online upload

my project is represented by:	File size:	send by:	in this format:
image(s)	max. 800 x 600 px	online upload	_ RGB _ jpg format
video(s)		upload youtube/ vimeo link	any video format which is accepted yt youtube/vimeo
website	website is online	online upload	upload the URL
	website is offline	send data by post on a CD/DVD	send all files in the right directories for offline review
interactive applications and all other formats		send data by post on a CD/DVD	all data which is necessary to view your project on an Apple Computer (system 10.5.5 and higher).

*If your project is a combination of formats please upload everything you can through our online upload and send the rest on a CD/DVD by post together in one package with the signed entry form.*

## 2 Decide and prepare for a payment method (fee is 25 Euro/project)

I would like to pay by:	Payment due	Payment information
Bank transfer	You must make the bank transfer within 7 days after online registration	Name :output foundation Account 2 4400 3000 Sort Code 290 400 90 Bank Commerzbank Bremen IBAN DE52 2904 0090 0244 0030 00 BIC COBA DE FF 290
PayPal (credit card)	Please have your credit card information ready since you will have to make the payment immediately	Payment will be handled securely through PayPal and amount will be booked from your credit card
Cash	When you send the signed entry form	Please include the money in the same envelope in which you send the signed entry form.
Friend of :output account	If you are/become a friend of :output you will not have to pay any entry fees. You can submit as many of your own projects as you like. You will get one copy of :output for free. The annual (recurring) fee for friends is 55 Euro/year. You can download a form to become a »friend of :output« during the registration process and send the completed form together with the entry form to :output.	

### 3 Don't forget to sign and send the entry form

At the end of the registration process you will get a link where you can download an entry form.

This form will be already completed.

You will have to sign this form and send it to us by post.

If you also need to send a CD/DVD with digital data and/or cash money, please put all in one package.

Send your submission to:

or (from the USA/Canada):

or (from Germany):

:output foundation  
Keizersgracht 8  
1015 CN Amsterdam  
The Netherlands

Otis College of Art and Design  
Department of Communication Arts  
Kali Nikitas  
:output Submissions  
9045 Lincoln Blvd  
Los Angeles, CA 90045  
USA

:output foundation  
Alexanderstrasse 9b  
28203 Bremen  
Germany

### 4 Questions and frequently asked questions

frequently asked question:

Usually given answer:

I forgot to download the entry form after i have finished the online registration. How do i get another copy of the form?

You will receive an confirmation mail about your registration. In this email there is an attachment with the entry form. You can also log into your profile at :output. You will be able to download the entry form here as well.

How much is the entry fee?

25 Euro for each project

When do i have to pay?

You need to pay the entry fee immediatly. Latest deadline is 7 days after registration. Until then also the signed entry form needs to arrive at us.

My project consists of different parts (e.g. a website and a book). Is this considered to be one project or do i need to pay entry fees for each part seperately?

If a project consists of different parts you need to pay only one entry fee (= 25 Euro). It is important though that the different parts are all based on one concept (otherwise we approve only one part for the competition).

I have completed the registration for one (or more) projects. I now would like to register another project. Is that possible?

Yes, that's possible. BUT: Do not create a new profile. Log into your existing :output account instead. You will then be able to upload more projects. You will receive an entry/payment form at the end of the process for all projects you have paid for within one session. Please sign and send us all entry/payment form which you have received from us.

Is it necessary to provide highres files of my works?

No. Only if the jury selects your work for publication we will need highres files from you. In this case we will ask for those files in a separate email.

When is the deadline?

The deadline for submission is always february 15.

I am a friend of :output. How many projects can i submit and what are the entry fees?

As a friend of :output you can submit as many of your own (!) projects as you like without paying an entry fee.

[I cannot find my question in the list above](#)

Please email [info@inputoutput.de](mailto:info@inputoutput.de) or call +31.(0)20.4 27 90 20.

*Please note:*

*Your entry will be only valid after you have made the payment and we have received the signed entry form.*

*You will receive a confirmation by email once your entry is approved for the competition.*