



## FIAP PHOTOGRAPHER'S CARD

INFO 2012/666 E

### PRACTICAL PROCEDURE

(Work flow)

*Informations intended for the Liaison Officers.*

*The Liaison Officer sends the following :*

#### **A. NEW CARD (the first Card of a photographer)**

Maximum 2 times a year per federation plus once with the distinctions candidacies.

**To the Treasurer:**

- Form "List of FIAP Photographer's Card" duly filled (by electronic mail)
- Passport photo in JPG / 200 dpi / comp.10 / max.1MB (by electronic mail)
- Payment of 50 € (when by cheque: + 20 €)

#### **B. New distinction. The candidate has NO CARD**

**To the Distinctions Service**

- All the Forms ( by electronic mail)

**To the Collections Service**

- All the Forms ( by electronic mail)
- The works

**To the Treasurer**

- Form "List of FIAP Photographer's Card" duly filled (by electronic mail)
- Passport photo in JPG / 200 dpi / comp.10 / max.1MB (by electronic mail)
- Payment of 50 € for the distinction and 50 € for a first Card (when by cheque: + 20 €)

#### **C. New distinction. The candidate has a CARD**

**Renewal for AFIAP and EFIAP if a passport photo in JPG is sent.**

**Renewal for levels only if specially requested.**

**To the Distinctions Service**

- All the Forms **with mention of the Card Number** ( by electronic mail)

**To the Collections Service**

- All the Forms ( by e-mail)
- The works

**To the Treasurer**

- Passport photo in JPG / 200 dpi / comp.10 / max.1MB (by electronic mail)
- Payment of 50 € for the distinction (when by cheque: + 20 €).

**Note: if no photo is sent to the Treasurer the Card will not be renewed.**

#### **D. ESFIAP and HonEFIAP**

Normally **no Card is needed.**

However, the candidate who supplies a passport photo receives a FREE Photographer's Card.

**To the Treasurer**

- Form "List of FIAP Photographer's Card" duly filled (by electronic mail)
- Passport photo in JPG / 200 dpi / comp.10 / max.1MB (by electronic mail)

#### **E. Card lost or damaged** 50 % of the price are to be paid.

**To the Treasurer**

- Form "List of FIAP Photographer's Card" duly filled (by electronic mail)
- Passport photo in JPG / 200 dpi / comp.10 / max.1MB (by electronic mail)
- Payment of 25 € for the Card (when by cheque: + 20 €)

#### **F. Changing a name on a Card**

If somebody wants to change his (her) name (e.g. maiden name in name of husband)

**To the Treasurer**

- Form "List of FIAP Photographer's Card" duly filled (by electronic mail)
- Passport photo in JPG / 200 dpi / comp.10 / max.1MB (by electronic mail)
- Payment of 50 € for the new Card (when by cheque: + 20 €).