



London Borough of Culture 2019 Logo Competition

Waltham Forest will be the first ever Mayor's London Borough of Culture in 2019. We will create an exciting year of world-class cultural events for London, invest a massive £5m boost to help our young people into culture as a career, and deliver culture on every corner so that it is open to everyone.

Why you should get involved: We want our residents, artists and businesses to continue to be at the heart of London Borough of Culture 2019. We are inviting you to submit your original designs for a logo that will represent our programme across all promotional materials and merchandising.

This is a unique opportunity to have your artwork showcased in a high profile campaign, supported by Mayor of London and other partners. The Borough of Culture programme will celebrate the high quality cultural activity which makes Waltham Forest such a great place to live.

The brief: This competition is open to Waltham Forest residents, students and businesses only and entrants must be 16 + years. The winning submission will receive a prize of **£1000** and will be developed into Waltham Forest's official logo for London Borough of Culture 2019.

Your proposal should embrace the key themes of our [bid](#) - **Makers, Radicals, Fellowship**. Entrants should understand that our outcomes are:

- **Culture as our identity:** Waltham Forest is firmly on the map as a destination of choice and is recognised for its high quality and accessible cultural activities
- **Culture on every corner:** Culture is accessible to all and takes place across Chingford, Leyton, Leytonstone and Walthamstow
- **Cultural capacity:** There is increased capacity, skills and ambition in the local cultural sector
- **Culture as a career:** Young people are inspired to seek creative careers
- **Culture as a career:** Young people are inspired to seek creative careers
- **Culture as a bond:** People from different and diverse backgrounds feel empowered to lead, input and make decisions about cultural activity in all neighbourhoods

Your proposal could include:

- The wording Waltham Forest London Borough of Culture 2019
- The hashtag #wfculture19
- A written entry of no more than 250 words explaining your concept

We can accept proposals that are:

- Scanned Hand-drawn sketches/paintings
- Digitally produced artwork
- full colour and in horizontal, rectangular format

Submitting your design

Entries should be submitted by no later than **Wednesday 16th May at 12pm** to wfculture@walthamforest.gov.uk. Files should be in jpg format and no larger than 10MB. In your submission email please include your **full name, age, and contact details**.

If you are unable to submit in this format please contact wfculture@walthamforest.gov.uk

Logo Competition Terms and Conditions

“**Competition**” means this Waltham Forest ‘London Borough of Culture’ Logo competition;

“**Council**” means the London Borough of Waltham Forest;

“**Intellectual Property Rights**” means any and all patents, trademarks, service marks, copyright, moral rights, rights in a design, know-how, confidential information and all or any other intellectual or industrial property rights whether or not registered or capable of registration and whether subsisting in the United Kingdom or any other part of the world together with all or any goodwill relating or attached thereto;

“**Terms and Conditions**” means the terms and conditions which are set out below;

“**You**”, “**Your**” means the resident or business of the London Borough of Waltham Forest who/which takes part in this Competition;

“**We**”, “**Our**”, “**Us**” means the London Borough of Waltham Forest.

We reserve the right to modify these Terms and Conditions without notice to You.

Competition entry

1. This Competition is open to residents, students and businesses of the London Borough of Waltham Forest only.
2. By entering the Competition, You accept, and agree to fully comply with, these Terms and Conditions.
3. Entrants must be 16+ years of age. Where the entrant is between the ages of 16-18 the Council reserves the right to require that the parent or guardian of the entrant confirms in writing that he/she agrees to be bound by all Terms and Conditions applicable and will accept any prize on behalf of an under-18 Competition winner.
4. Entrants must not be employed by the London Borough of Waltham Forest in any way or form. This restriction includes workers, employees, contractors and agents.
5. All ideas must be submitted via email to wfculture@walthamforest.gov.uk
6. The closing date for entries is **Wednesday 16 May 2017, at 10.00 am** (“the **Closing Date**”). We reserve the right to refuse any entry submitted after this time.
7. Only one entry may be submitted per person.
8. Illegible, incomplete, defaced or corrupt entries will not be accepted.
9. We accept no responsibility for lost entries and proof of transmission will not be accepted as proof of receipt.
10. Entries must not be sent through agencies or third parties.
11. All entries will be judged by a panel of judges. The judges will select one idea which, in their opinion, best illustrates the theme of the Competition. They will consider a range of factors including relevance to Waltham Forest, originality, interpretation of the brief and the suitability of the logo design for a range of applications.

12. The decision of the judges will be final and no correspondence will be entered into about the judges' decision.
13. The winner(s) will be notified by email or telephone within six weeks of the Closing Date.
14. If We consider it appropriate, the winning idea will be developed, in partnership with Our contracted design and print supplier, into the required formats for usage on promotional material.
15. The winner will receive a prize of £1000. The prize is as stated in these Terms and Conditions and is non-transferable.
16. By running this Competition the Council does not intend to enter into a design contract with You. Neither Your participation in this Competition nor Our acceptance of Your entry, if you win, will result in a design contract being created between You and Us.

Copyright, Intellectual Property Rights and reproduction

1. You will retain copyright of and any other Intellectual Property Rights in the design that You submit to Us in its original form. You must be the sole owner of copyright and any other Intellectual Property Rights in any idea which You submit. If You win you will need to provide us with written confirmation that you are the sole owner of the any copyright and any other Intellectual Property Rights which exist(s) in Your idea/design.
2. Your entry must be Your original work. It must not infringe the Intellectual Property Rights of any other party.
3. By entering the Competition You grant to Us the right to publish and exhibit Your entry at exhibitions, on a website, in Our newspaper and any other promotional items linked to the Competition or other relevant campaigns as We deem appropriate.
4. By entering the competition, You grant to Us the right to develop Your original idea into a suitable format for use in promotional materials.
5. You hereby grant to the Council, in the event that You win, an irrevocable exclusive, royalty free licence, to use, reproduce and/or develop Your submitted idea/design for use in any promotional campaigns, exhibitions, newspaper, website brochures, pamphlets and any promotional material produced on behalf of Waltham Forest. Such a licence entitles the Council to grant sub-licences to third parties in the same terms as this licence.
6. Prior to submission, You must not have offered Your entry for sale; or received payment for any publication of Your entry; or won or been a runner up in any other design competitions with Your entry.
7. If Your concept is 'highly commended' or it is selected to appear in the advertising campaign You also grant to the Council the further rights to publish and exhibit Your entry in print, on their respective websites or in any other media. No fees will be payable, by Us to You for any of the above uses.
8. If Your concept is one of the finalist category You agree to take part in post-competition publicity. While We make every effort to credit designers, including in printed reproductions of their work, We cannot guarantee that every broadcast use of the photographs will include designers' names.
9. By entering this Competition, You agree that Your name and location may appear in the advertising campaign and other post-competition publicity and communications.
10. By entering this Competition, You agree to be bound by these rules.

11. In our absolute discretion We reserve the right to exclude Your entry from the Competition at any time if We have reason to believe that You have breached any of these rules.
12. We reserve the right to cancel this Competition or alter any of the rules at any stage if We, in our absolute discretion, deem it necessary to do so.
13. If You win and We are unable to contact You, after reasonable attempts have been made, We reserve the right to either offer the prize to a runner up or to re-offer the prize in any future competition.
14. These rules are governed by and construed in accordance with the laws of England and Wales.
15. This Competition is administered by Waltham Forest Council.

Data Protection

16. The information You provide to Us will be collected and stored by Waltham Forest Council and processed in accordance with the Data Protection Act 1998 and, when in force, The General Data Protection Regulations 2016 (EU) 2016/679 (“GDPR”) and any future such legislation.
17. We will only use Your information for the purposes of administration of the Competition (including publishing your name and location if you are the winner or if Your idea/design is ‘highly commended’) and for any other purpose(s) to which you have consented.
18. By entering this Competition You consent to your information being used for these purposes.
19. We will not pass your details on to any third party.