

Photograph and Biographical Information Requirements for 2023 ACBA Elections

PHOTOGRAPHS

We prefer headshot photographs to be emailed in digital format (JPEG or TIF only). Your digital photo should be the original source file and not copied and pasted from a website (to save bandwidth, websites often create low-resolution versions of photos that are uploaded to them; these are not suitable for print publication). If you do not have a high-resolution version of your digital headshot, please ask your IT department or marketing department if they have the original file. Digital photos should be emailed to Jennifer Pulice at jpulice@acba.org.

You also may submit a physical print of a photo, which we can scan with our high-resolution scanners. We do not retain records of photographs used for previous programs or events. We are unable to use photos from the ACBA online membership directory. If a photo is not provided by the deadline, the ACBA logo will appear in place of a photo for that candidate.

We CANNOT accept the following:

- Photos copied and pasted from websites, including Facebook and LinkedIn
- Photos embedded in the body of an email, a PDF document or Word document
- Photos scanned from a physical print with a low-resolution scanner

BIOGRAPHICAL INFORMATION for ACBA ELECTIONS

As per the ACBA Board of Governors, a standard biographical information questionnaire has been adopted for all candidates for all ACBA elections. Candidates should submit their biographical information via the online form at <https://www.acba.org/biographical-information-form/>. The form allows for a narrative statement that is strictly limited to 100 words (except for a contested election for the office of President-Elect, in which case the ACBA President-Elect candidates would be limited to 250 words). For employment history and education, please follow the formatting that is indicated on the webpage. Employment history and education information that does not follow this format will be edited accordingly. Please contact Jennifer Pulice at jpulice@acba.org with questions regarding photographs and/or biographical information.

DEADLINE

The deadline for submission of elections materials is Friday, April 7, 2023.