

Rules of the TRIQUETRA Literary Competition and Processing of Personal Data (GDPR)

This document sets out the rules of the Triquetra Literary Competition, organised by the Ostrava City Library (Knihovna města Ostravy, hereinafter referred to as “KMO”), and provides information on the processing of personal data.

The aim of the competition is to support literary creativity among young people and provide them with an opportunity to present their original works.

1. Competition Organiser

The organiser of the competition is **Knihovna města Ostravy, p. o., company registration no. 00097586**, with its registered office at **28. října 289/2, 702 00 Ostrava** / contact email: triquetra@kmo.cz The organiser is also the data controller within the meaning of the GDPR.

2. Competition Participants

The competition is open to persons who are at least 15 years old. The maximum age limit is 35.

3. Conditions of Participation

Only original and unpublished works may be entered in the competition – in the categories of **fantasy short story** in the genres of **science fiction, fantasy and horror, or a combination thereof, fantasy short story in English, fantastic poetry**, and **comic & manga**. An author may enter works in more than one category, subject to the rules specified below.

3.1. FANTASY SHORT STORY category

- any genre of **fantastic fiction** or a **combination thereof (science fiction, fantasy, horror)**
- **minimum length: 2 standard pages, 3600 characters including spaces**
- **maximum length: 15 standard pages, 27000 characters including spaces**
- text written in standard Czech (including correct diacritics and punctuation), with the possibility of using slang, expressive language and dialect
- **recommended** formatting: Times New Roman, 14 pt/margins 2–2.5 cm/1.5 pt line spacing/left alignment/file format: doc., docx., pdf.
- the work must be written **entirely by the author without the assistance of artificial intelligence**
- the work must be previously **unpublished** in print or electronic form
- the work **must not have previously been entered into or currently be entered into another literary competition**
- failure to comply with any of the above rules will result in automatic disqualification from the competition

3.2. FANTASY SHORT STORY IN ENGLISH category

- any genre of **fantastic fiction** or a **combination thereof (science fiction, fantasy, horror)**
- **minimum length: 2 standard pages, 3600 characters including spaces**
- **maximum length: 15 standard pages, 27000 characters including spaces**
- text written in standard English (including correct spelling and punctuation), with the possibility of using slang, expressive language and dialect

- **recommended** formatting: Times New Roman, 14 pt/margins 2–2.5 cm/1.5 pt line spacing/left alignment/file format: doc., docx., pdf.
- the work must be written **entirely by the author without the assistance of artificial intelligence**
- the work must be previously **unpublished** in print or electronic form
- the work **must not have previously been entered into or currently be entered into another literary competition**
- failure to comply with any of the above rules will result in automatic disqualification from the competition

3.3. FANTASTIC POETRY category

- poetry written **in any style containing fantastic elements (science fiction, fantasy or horror)**
- **minimum length: 5 A4 pages**
- **maximum length: 10 A4 pages**
- **the author may submit 5 to 10 individual poems, or 1–3 longer poems**
- poems written in standard Czech (including correct diacritics and punctuation), with the possibility of using slang, expressive language and dialect
- **no recommended formatting**
- file format: doc., docx., pdf.
- the work must be **written entirely by the author without the assistance of artificial intelligence**
- the work must be previously **unpublished** in print or electronic form
- the work **must not have previously been entered into or currently be entered into another literary competition**
- failure to comply with any of the above rules will result in automatic disqualification from the competition

3.4. COMIC & MANGA category

- any comic genre
- **minimum length: 5 A4 pages, or A5 pages in the case of manga**
- **maximum length: 15 A4 pages, or A5 pages in the case of manga**
- the textual part must be written in standard Czech (including correct diacritics and punctuation), with the possibility of using slang, expressive language and dialect
- **no recommended formatting**
- file format: doc., docx., pdf., jpg., png.
- the work must be **written and drawn by the author alone (using any artistic technique or digitally), without the assistance of artificial intelligence**
- the work must be previously **unpublished** in print or electronic form
- the work **must not have previously been entered into or currently be entered into another competition**
- failure to comply with any of the above rules will result in automatic disqualification from the competition

IMPORTANT DATES:

- **opening of submissions: 1 January 2027**
- **submission deadline: 31 March 2027**

- **publication** of the shortlisted texts for the **Readers' Choice Award: 1 May 2027**
- **Readers' Choice Award voting: 1 May 2027 to 31 May 2027**
- **announcement of the Readers' Choice Award and ceremonial prize-giving: 16/23 June 2027**

4. Copyright

- a) The contestant remains the sole author of their work and retains all copyright and related rights to it.
- b) By participating in the competition, the contestant grants the organiser a non-exclusive, royalty-free, time-limited licence to use the work for the purposes of evaluating the competition, publishing the results, promoting the competition and publishing an anthology of award-winning submissions.
- c) The organiser is entitled to make necessary editorial adjustments (spelling corrections and formatting), but may not alter the content of the work without the author's consent.

5. Processing of Personal Data (GDPR)

- a) The organiser processes participants' personal data to the following extent: first name, surname, age, contact email, school and address, for the purposes of organising the competition.
- b) Purpose of processing: registration of participants, communication with participants, evaluation of the competition and publication of the results.
- c) The legal basis for processing is performance of a contract (participation in the competition). Publication of the winner's name and school on websites or in the media is subject to the explicit consent of the contestant or, where applicable, their legal representative.
- d) The data will be retained for the duration of the competition and for 1 year after its conclusion.
- e) Data such as the average age of participants, the schools with the highest level of participation, the number of submitted texts in the specified genres, etc. will be retained for 5 years for statistical processing purposes.
- f) Participants have the right to request access to their personal data, rectification, erasure and restriction of processing, and the right to file a complaint with the Office for Personal Data Protection.
- g) The data processor is Knihovna města Ostravy, p. o., **Podroužkova** Branch, with its registered office at **Podroužkova 1663, 708 00 Ostrava–Poruba**, contact email: **podrouzkova@kmo.cz / triquetra@kmo.cz**.

6. Evaluation and Announcement of Results

The works will be evaluated by a professional jury appointed by the organiser. The evaluation criteria include originality, linguistic quality, style and overall artistic contribution. The results will be published on the organiser's website, and the winners will be notified by email.

7. Prizes

The winners of the individual categories will receive material prizes, a voucher for one year of free membership at the Ostrava City Library, a certificate, and the opportunity to have their work published in a collection of works.

The organiser reserves the right to change the structure and number of prizes according to its current possibilities.

8. Final Provisions

By submitting a competition entry, the participant confirms that they have read these rules and agree to them. The author agrees to the publication of their work on the KMO website, where the Readers' Choice Award voting will take place. The author agrees to the publication of their work in electronic or printed form as part of an anthology of award-winning submissions.

**The organiser reserves the right to amend these rules at any time; the current version of the rules will be published on the competition website.
Such amendments shall not apply to Sections 1, 4, 5 and 8.**