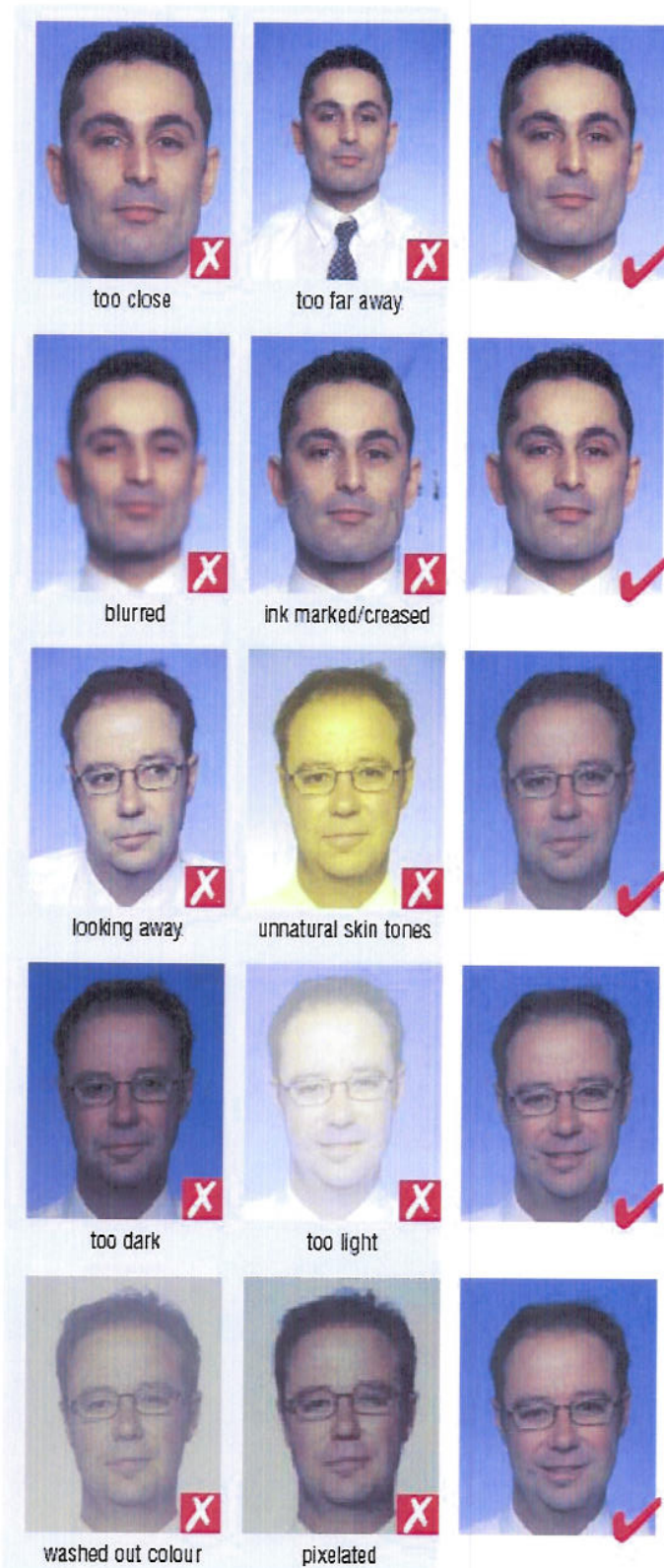


A.3.2.3 Photograph Taking Guidelines for Travel Documents



**Photograph quality**

The photographs must be:

- no more than 6-months old
- 35–40mm in width
- close up of your head and top of your shoulders so that your face takes up 70–80% of the photograph
- in sharp focus and clear
- of high quality with no ink marks or creases

The photographs must:

- show you looking directly at the camera
- show your skin tones naturally
- have appropriate brightness and contrast
- be printed on high quality paper, and at high resolution

Photographs taken with a digital camera must be high quality colour and printed on photo-quality paper.

Figure 11 (45 images) – Best practices for the purpose of travel document creation.



### Style and lighting

**The photographs must:**

- be colour neutral
- show your eyes open and clearly visible—no hair across your eyes
- show you facing square on to the camera, not looking over one shoulder (portrait style) or tilted, and showing both edges of your face clearly
- be taken with a plain light-coloured background
- be taken with uniform lighting and not show shadows or flash reflections on your face and no red eye

Figure 11 (45 images) – Best practices for the purpose of travel document creation.



**Glasses and head covers**

**If you wear glasses:**

- the photograph must show your eyes clearly with no flash reflection off the glasses, and no tinted lenses (if possible, avoid heavy frames—wear lighter framed glasses if you have them)
- make sure that the frames do not cover any part of your eyes.

**Head coverings:**

- are not permitted except for religious reasons, but your facial features from bottom of chin to top of forehead and both edges of your face must be clearly shown.

**Expression and frame**

**Your photographs must:**

- show you alone (no chair backs, toys or other people visible), looking at the camera with a neutral expression and your mouth closed.

Figure 11 (45 images) – Best practices for the purpose of travel document creation.