

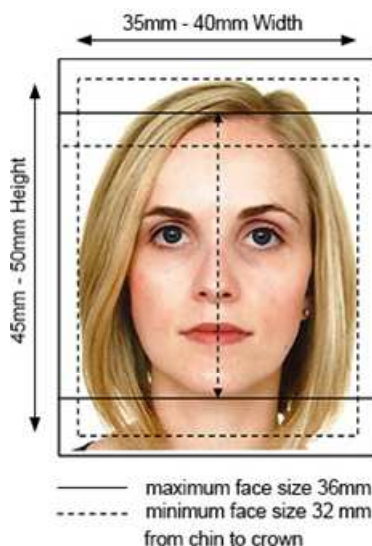
Electronic Submission of SSPC Membership Application – Image Quality

While the SSPC are happy to receive a new membership application by email, there are the following conditions on electronic submission of the required image for your membership ID card.

1. The image must meet the standard required for that of an Australian Passport Application

Specifics for a passport image can be found off the Australian Government website located in the following Australian Passport Office – Camera Operator Guidelines on Page 2 of this document.

2. In general the requirements are as follows;



3. For those using a smart phone or similar device to capture their image you must ensure that the background to the image is a plain and flat white surface with no reflection or interference from light sources.
4. The **MINIMUM** acceptable dimensions in Pixels are **600x600** and **MAXIMUM** acceptable dimensions are **1200x1200** pixels. The image must be in colour in sRGB colour space which is the common output for most digital cameras.
5. All/any non compliant images will be returned as unusable with the accompanying membership application.
6. All electronic submissions must be emailed to secretary@sspc.org.au



Camera Operator Guidelines

Camera

- High-quality digital or film camera
- Focal length of 90-130mm used (35mm film equivalent)
- Camera-to-subject distance of **1.2 metres minimum**

Lighting

- Even, shadowless lighting on the face
- White or light grey background that contrasts with the subject
- No shadows on background
- Light to ensure no red-eye

Prints

- Print size 35mm wide x 45 mm high
- High quality, heavy-weight, glossy prints – 200 gsm minimum
- Photographic process, dye sublimation or professional inkjet printers only
- No heavy back-printing

Editing

- Final image must be a true likeness of the subject
- No retouching of photographs permitted
- Adjust brightness/contrast only
- Moles, wrinkles, scars must not be removed
- Must not remove red-eye by editing



Subject

- Eyes open and clearly visible
- Neutral expression – no smiling
- Mouth closed
- Subject centred and facing the camera – no “portrait” poses
- Whole face visible
- No hair or head covering across the face

Glasses

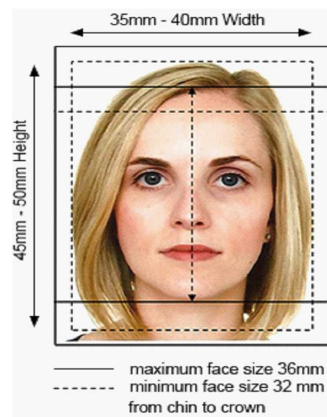
- If glasses are worn:
 - Thin frames only
 - Must not obscure any part of the face
 - No reflections permitted
 - Lenses cannot be tinted

Infants

- Infants under 3 years – minimum size shown below
- Images should still be compliant
- Open mouth will be accepted
- No other person or object in photo

Facial piercings

- Facial piercings, such as nose rings and studs, that are worn permanently by the subject, must not cause a reflection



Non-compliant images – these types of images will **not** be accepted



Incorrect image exposure— images cannot be too light or too dark



The face and background must be shadow-free



The subject must be facing forward, without any head angle



If worn, glasses must not obscure the eyes or have any reflections



Head-coverings must not cover the face – same with hair



Head must not be tilted down or up