

## PHOTOGRAPHY INSTRUCTIONS - MEMORIAM

### General Instructions

- One tattoo per photograph.
- Crop photograph so that only tattooed skin plus measuring tape is visible.
- Do not send photographs of personal areas (defined as genitalia of either sex and female breasts). They will not be accepted.
- Do not send photographs that identify a face. They will not be accepted. See general instruction regarding cropping of photographs.
- Ensure the photograph is sharp (not blurred). Once a photograph is taken, check it by enlarging it to ensure sharpness.
- Ensure you use adequate lighting to demonstrate coloring and avoid shadowing. Use clear natural light, or neutral overhead lighting for best results.

### Step-by-step Instructions

- Identify tattoo(s) to photograph
- Place measuring tape to show both height and length (See picture A).
- Take photograph(s) straight on (perpendicularly and not at an angle).
- Save photograph(s) in one of the following formats: .JPG, .PNG, .PDF
- Upload photograph(s)

### Special Situations

#### Wrap around tattoos (Examples: full circumference of arms, leg, neck)

- Ensure measuring tape measures the entire length of the tattoo (See pictures B-E). For the height, measure the tattoo at its highest point in one of the photographs, even though it may cover some of the design in that particular photograph (See picture F).
- Take at least 4 photographs to ensure that the entire tattoo is documented.

#### Tattoos on curved surfaces (Example: chin, scalp, partial circumference of arm, leg, neck)

- Ensure measuring tape measures the entire length of the tattoo (See pictures B-E). For the height, measure the tattoo at its highest point in one of the photographs, even though it may cover some of the design in that particular photograph (See picture F).
- Take at least 3 photographs to ensure that the entire tattoo is documented.

#### Orders involving multiple tattoos (combination design featuring multiple pieces)

- Follow General Instructions related to one tattoo per photograph.

**Please note any limitations to high quality photographs (such as rigor mortis, body position and discoloration) in the space allotted on the Intake Form.**

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Image References A-F



A



B



C



D



E



F