

Online Photo Submission Policies

1. Bison One Card Online Photo Submission

- a. The key requirement for online photo submission is the photo should clearly identify the cardholder. In general, all photos must be a color photo with a frontal view of just head and shoulders on a solid white or blue background. Please see the information below for additional description of the requirements:
 - i. Frame subject with full face, front view, eyes open
 - ii. Make sure the photo presents full head from top of head to bottom of chin; height of head should measure 1 inch to 1 – 3/8 inches (25mm to 35mm)
 - iii. Center head within frame (see figure 2 below)
 - iv. Make sure eye height is between 1 – 1/8 inches to 1 – 3/8 inches (28mm and 35mm) from bottom of photo
 - v. Photograph the subject against a plain white or blue background
 - vi. Position the subject and lighting so that there are no distracting shadows on the face or background
 - vii. The subject should have a natural expression

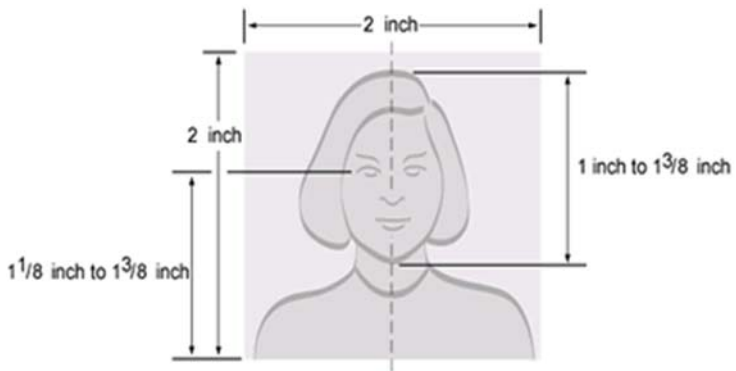


Figure 1. Head Position & Placement



Figure 2. Example of a well Composed Photo

