

LICENCE APPLICATION PHOTO REQUIREMENTS

One unaltered photo must be provided with each application for a new licence application or licence renewal as required.

It is essential that the photo provided complies with the below photo requirements. Failure to do so may result in delayed or rejected applications.

Photo requirements checklist:

The following requirements must be met:

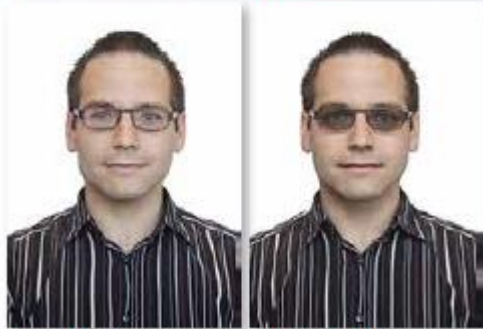
1. Photo must be taken within the last six (6) months.
2. The photos must be taken against a plain white or light-coloured background with enough contrast between the background, facial features and clothing, so that the applicant's features are clearly distinguishable against the background.
3. Applicant must show a neutral facial expression (no smiling, mouth closed) and look straight at the camera.
4. The photo must be clear, sharp and in focus.
5. The photos must show a full head without any head covering, unless it is worn for religious beliefs or medical reasons. However, the head covering must not cast shadows on the face and the full face must be clearly visible.
6. Glare and shadows are unacceptable. The lighting must be uniform to avoid glare or shadows across the face or shoulders, around the ears or in the background.
7. Photo must not be altered in anyway or photo filters applied, and should be a square photo.
8. Eyes must be open and clearly visible.
9. Prescription eyeglasses may be worn as long as the eyes are clearly visible and there is no reflection or glare on the eyeglasses.
10. Sunglasses and tinted eyeglasses are unacceptable.
11. Baseball or sport team hats of any kind are not acceptable.
12. Visible clothing with offensive language or images is not acceptable.

Photo Samples:



Acceptable
No reflection or glare on glasses

Unacceptable
Reflection or glare on glasses



Acceptable
Non-tinted eyeglasses

Unacceptable
Tinted eyeglasses



Acceptable—Head covering for religious beliefs or medical reasons while showing full facial features

Unacceptable
Covering nose and mouth



Acceptable—Contrast between clothes, background and face



Unacceptable—No contrast between clothes, background and face