

## Submitting a certified passport photo

You are required to provide a colour passport photograph with your application. This should be taken within the past twelve months and scanned at 300dpi/ppi resolution.

You are also required to provide a certified copy of this photo which should be created as follows:

- 1. Create a single-page document as illustrated below, which includes your passport photograph at the top.
- 2. Beneath your photograph, request a person who is eligible to certify documents to certify that "This is a true photo of .... [YOU]". (Find information on people eligible to be certifiers here)
- 3. Ensure that your certifier has included a legible signature, together with contact and registration details.
- 4. Scan the entire page in colour at 300dpi resolution and upload in the appropriate section of AVBC's Application Portal.

