



## HOW TO SUBMIT PHOTOS

### For Bronze Photomontage Portraits and Tablets

#### 1 TIPS FOR CHOOSING PHOTOS:

- Select original photos in black and white or color. Do not use photocopies.
- Choose photos with good contrast and avoid using washed-out photos.
- Photos that are out of focus, faded, scratched, torn, stained etc., may result in poor quality imagery on the final casting.
- If only a portion of a photo is to be used, clearly specify which portion. For example, indicate whether all the people in the photo should be included, which background images are essential, and what should or could be omitted?

#### 2 TIPS FOR SCANNING PHOTOS:

- Remove photos from mountings or frames before scanning.
- Scan at a resolution of at least 600 dpi. Smaller photos, such as wallet size, will require scanning at least 900 dpi.
- Ensure that the scanner bed is free of dust. Clean it with lint-free paper or cloth.
- Photos may be in either a horizontal or vertical format.
- Acceptable file formats: PSD, JPEG, PNG, or TIFF.
- PDF format is NOT accepted as it tends to decrease the image quality.

#### 3 OTHER TIPS:

- Avoid submitting line drawings, rough sketches, pencil drawings, cartoons, or illustrations instead of actual photos. The production process relies heavily on tonal values within the photograph, and flat tones in the image will result in a flat final casting.
- Consider the size of the people in the photo. Faces smaller than one inch (1") may not hold detail and won't be recognizable in the finished casting.
- When submitting a photo from your smartphone, use the "Share" option to send the full-sized photo to your representative instead of taking a screenshot.
- DO NOT submit photographs of images from a screen (phone, monitor, television etc.). Scan lines from the screen will appear throughout the image and affect the casting quality.
- Please refrain from cropping, editing, combining, or retouching photos.

#### 4 SUBMIT PHOTOS AND COMMENTS TO:

- [memorialization@forestlawn.com](mailto:memorialization@forestlawn.com)