



Guide: How to take a photo of your ID-document with your mobile telephone



STEP 1: Find a sunny or well-lit room to take your photo.



STEP 2: Place your ID-document on a flat surface (such as a table)

STEP 3 Use the Camera on your phone and send the image as an image-file (jpg) directly from your camera roll. DO NOT USE A PDF-scanner on your phone, it reduces the quality of the image.



STEP 4: Take the photo of the ID-document without flash! Follow the instructions for passport below and ID-card on page 2.



Passport

1. Make sure the passport lays completely flat like in the example below



2. Take a picture with all corners included, no flash, datapage and the first visa page





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STEP 1: Find a sunny or well-lit room to take your photo.

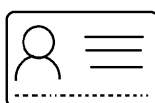


STEP 2: Place your ID-document on a flat surface (such as a table) and make sure it lays completely flat.

STEP 3 Use the Camera on your phone and send the image as an image-file (jpg) directly from your camera roll. DO NOT USE A PDF-scanner on your phone, it reduces the quality of the image.



STEP 4: Take the photo of the ID-document without flash! Follow the instructions below



ID-cards

1. All corners of both front and back of a id-card has to be visible



2. Always remember the whole card and good photo-quality, no shaken photos!

