

TAP Card Photo ID Instructions

Photo Instructions

1. Set your camera to:
 - >Low resolution
 - >Portrait (not landscape)
2. Photo guidelines:
 - >Take photo standing in front of a light background that is uncluttered.
 - >Shoot from the shoulders up (headshot only).
3. No head coverings, masks or sunglasses allowed.
4. Once saved, right click on the photo and rename the file, using the person's full name.
5. Email the photo as an attachment, with the application, to Michael Darajorn (DCFS) darajm@dcfs.lacounty.gov

good example



George Vasquez.jpg

bad example



ABC01245.jpg