

**Requirements to a photo:**

- Must be an up-to-date (no more than 6-months old).
- Colour photo, by size of 40 x 50 mm.
- Close up of the head and top of shoulders so that the face takes up 70-80% of the photo.
- Taken against a plain light-coloured background, preferably light grey.
- Applicant must show a neutral facial expression (no smiling, mouth closed) and look straight at the camera.
- Must be clear, sharp and in focus.
- May not have fingerprints, scratches or any other defects on it.
- Colour gamma of the photo must have natural spectre (may not be overexposed nor underexposed).
- Spectacles should not have toned or reflecting glasses and frames may not cover the eyes.

A digital document photo taken according to the requirement specified above and with a minimum size of 1300 x 1600 pixels and 500 KB can be sent to the State Protocol Department's e-mail [prosek@mfa.ee](mailto:prosek@mfa.ee)

**Example of acceptable photo**

