Best Practices for Document Verification

- All 4 Edges of the document should be visible
 - At least 90% of the image should be the document

 Capture image from directly above the document

No flash to reduce glare

- X No black and white documents
- X No recapture of an already existing image
- X No expired IDs

Getting It Right



A dark/high contrast background should be used

X Getting It Wrong - Format & Image Quality

Make sure that your image is in the right format (JPG, BMP, PNG or TIFF) and at least 300dpi.



X Getting It Wrong - Rotation

Make sure that the image is properly aligned, not rotated.



X Getting It Wrong - Alignment

Make sure the image is properly aligned, not tilted or skewed.



X Getting It Wrong - Image Clarity

Ensure that there is no glare or shaded areas on the image.



X Getting It Wrong - Cropped Area

Make sure the image is tightly cropped with minimal background (likewise that the whole of the document image can been seen).



X Getting It Wrong - Obscuring The Image

Make sure that the whole of the image is visible and is not partly obscured in any way. This includes taking a copy of a thumb or finger over the document.

