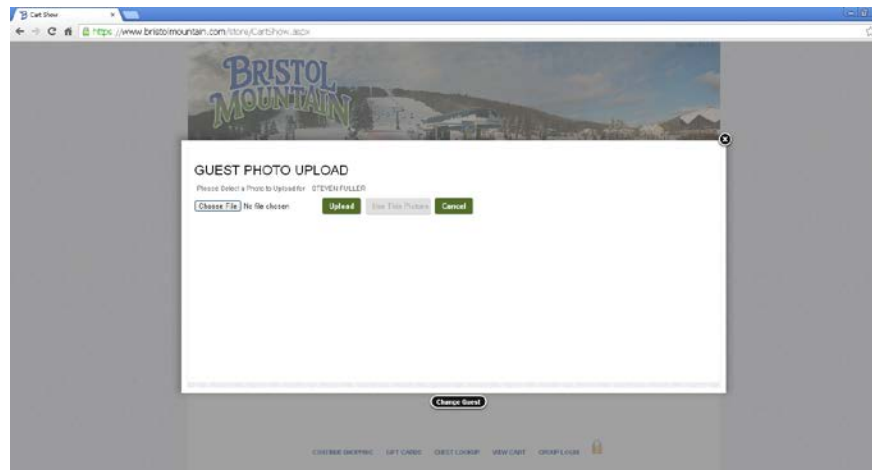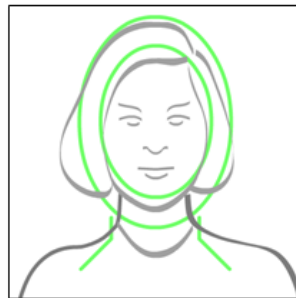## 2016-17 Photo Upload Guide

After you slecet **Upload Photo** on the **GUEST DETAILS** page you will be directed to the **GUEST PHOTO UPLOAD** page . Select **Choose File** and select a photo from your computer that you would like to use for your Snowsports Club Pass.

Guidelines for Photos Uploads:

- Must be in color.
- Taken within the last 6 months to reflect your current appearance.
- Taken in full-face view directly facing the camera, your face and shoulders should take up the entire frame of the photo.
- Taken in front of a plain white or off-white background.
- Only one person in the photo.
- No hats, sunglasses, funny faces, headphones, props, etc.
- The file must be in .JPG extension format
- File size cannot exceed 240 by 320 pixels and 50kb in size.

Failure to follow these guidelines will delay the printing of your pass.

Once selected the file name will appear next to the Choose File button. Select **Upload**, after the picture is uploaded select **Use This Picture**. This will bring you to the **GUEST PHOTO EDIT** page. If you like the photo uploaded select **That's Good Let's Go!**