

## PHOTO TIPS

We encourage consignors to photograph their items prior to bringing them in for auction if at all possible. Please use these guidelines and feel free to ask questions if you are unsure.

- Make sure to use natural lighting and that it is sufficient to produce a clear, bright image. Fluorescent lighting is best.
- Use a background that allows the item to visually stand out. White is usually best, however, some items may appear better on darker backgrounds such as royal blue or black. Use artist roll paper, a sheet or table cloth, whatever works best.
- If you have macros on your camera...use them! Macros enable close up shots that are clear. Super close up macros do not always allow the flash to work though which is why lighting is important. You can use a lamp light or flashlight to better illuminate items that you want super close up shots of when the flash won't work.
- Prepare numbers for your items: 1-??? On small sheets of paper or sticky notes.
- Take a photo of the number of your first lot / item BEFORE proceeding to photograph that lot /item
- Always try to fill the entire photo with your item.
- DO NOT CROP YOUR PHOTOS or add any effects or modifications such as Photoshop
- If you photograph something with the camera in a vertical position, do not turn the photo, we will do it for you.
- Your first photo of a lot / item should always be the entire lot / item, not a close up.
- Take as many photos of your lot / item as you deem necessary to properly show the condition and attributes of that lot / item. Please do this in moderation but DO include shots of the front, back, sides, top, bottom, etc. of an item if there is a need to do so.
- On the consignor lot listing sheet, do not write anything in the columns for JNG # or Location. Clearly print your entire description of each lot in the description column and the number of photos (not including the photo of your item number slip) in the last column. Please skip a row between lots on this sheet. If you are comfortable using MS Word or Excel, you are more than welcome to put your lots into one of those two forms and we can copy/paste them into our software for uploading.
- Be sure to attach your tag number to each lot after photographing.
- Contact us for an appointment to bring your lots in. We will check in each lot using your tag numbers and lot listing sheet(s).
- If you choose to use MS Word or Excel for your listings, save your file and add it to your SD card with your photos. We will copy your photos and lot file to our computer and return your SD card before you leave. Or you can print the file.