

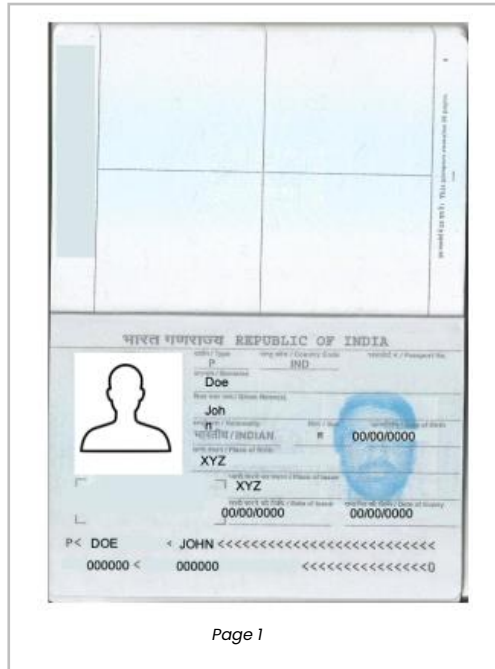
# DOCUMENT SUBMISSION GUIDELINES

Please note that all speakers are required to be registered on the [Dubai Tourism and Commerce Marketing \(DTCM\) portal, mandatory by Dubai Law.](#)

## SAMPLE PASSPORT COPY

### Guideline:

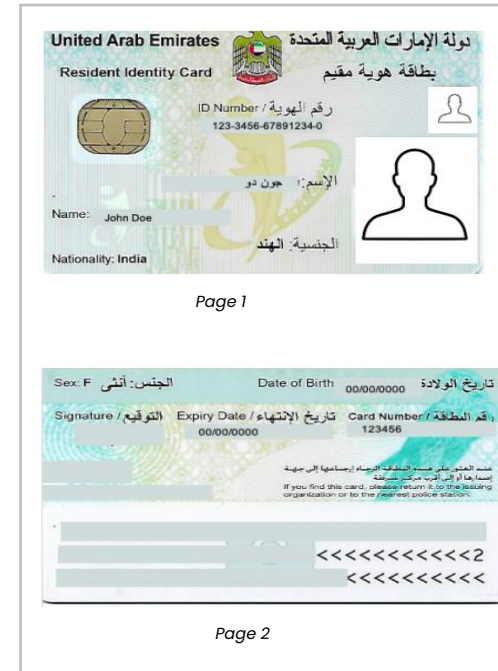
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- Include the **front page** with the **expiry date** in **single PDF**.
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- Make sure to scan the document **clearly in color**.
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# SAMPLE PASSPORT SIZE PHOTO (MALE)

## CORRECT IMAGE



## INCORRECT IMAGE



*Shadow background*



*Distracting background*



*Sunglasses*



*Too dark*



*Pixelated*



*Looking away*



*Flash reflection on lenses*

## SAMPLE PASSPORT SIZE PHOTO (FEMALE)

### CORRECT IMAGE



### INCORRECT IMAGE



*Shadow across face*



*Face covered*



*Hair across eyes*



*Eyes closed*