

Headshot PREPARATION GUIDE

General Tips and Details

- **Arrival:** Please arrive on time and photo-ready.
- **Attire:** Please wear business-professional clothing (sport coats for men and blazers for women)
- **Color Recommendations:**
 - Neutral, solid colors such as navy, brown, or dark gray work best.
 - If wearing light colors like cream or white, pair with a darker jacket.
 - For lighter skin tones, choose colors darker than your complexion.
- **Avoid:**
 - Bright or vibrant colors like purple, maroon, red, pink, or orange.
 - Clothing with visible logos, including the C12 logo.
 - Shiny, metallic, sparkly fabrics, and large or busy prints (e.g., florals, stripes, animal prints, or checks) that may distract from your face.
- **Accessories:** Keep them minimal to avoid distraction.
- **Final Tip:** Change into your outfit just before to prevent wrinkles.



Ladies

- Ensure that your blouse is fully opaque.
- Please no off-the-shoulder tops or bare shoulders.
- Avoid wearing only white.
- Bring any hair and makeup products to help with fly-aways and shine touch-ups.
- Utilize lipstick and blush to add color to the face.

Gentlemen

- Please tend to all facial and neck hair, both wanted and unwanted.
- Wear a v-neck undershirt so that the collar does not show beneath your dress shirt.
- Make sure your dress shirt is pressed.
- Please do not wear C12 pins.
- Bring any hair products you'd like to help with fly-aways.