

## Photographic Standards for Intensive Level Historical & Architectural Surveys

**Effective Date: July 2005**

Submitted photos can be either traditional 35mm black and white prints **or** black and white digital prints. All photos should be printed to a size of 4 x 6 inches or larger.

The following processing options are acceptable. They are presented in order of preference based upon the relative proven stability and longevity of images.

- 1) Black and white digital prints using any of the photographic papers and inks mentioned in the National Register of Historic Places photography policy (see [www.cr.nps.gov/nr/policyexpansion.htm](http://www.cr.nps.gov/nr/policyexpansion.htm)): The National Register has set this standard because it provides the greatest stability for digital images. For most survey projects this option-- requiring not only the use of a specialized printer, paper and inks but also the need for multiple views of each surveyed property-- could be prohibitively expensive. If this option is chosen the printer, paper and ink used must be noted in the survey report.

Color digital images on CDs may be submitted in addition to the required black and white prints (see the National Register photographic policy at the website mentioned above for appropriate formats and resolutions). Digital images submitted on CDs may be posted on *Compass*, the on-line cultural resource database, along with the associated survey information. CDs with digital images should be stored in an archival sleeve or envelope bound into the back of the survey report. The disk must be labeled with the site numbers for the images on the CD. This information should be written in black permanent marker on the matte side of the CD. The sleeve containing the CD should be labeled with site numbers, date the photographs were taken, and the CLG or SHF project number if applicable. A photolog giving the file name for each image stored on the CD should be included in the survey report as well. File names for digital images should follow a consistent, logical format with site number, image number and description (if applicable) included. Following this format, sample file names for digital images submitted as part of a survey project might include 5DV1000\_1.tif, 5DV1000\_2.tif, etc.; 5LR2175\_1farmhouse.tif, 5LR2175\_2chickencoop.tif, etc. or 5PE2955\_1front.tif, 5PE2955\_2front.tif, 5PE2955\_3door.tif, 5PE2955\_4garage.tif., etc.

- 2) Black and white prints from 35mm true black and white film printed on true black and white paper: OAHP has used this standard for several years because it provides the greatest stability for 35mm images. This option represents **no change** from the previous photographic standards for intensive

level historical & architectural surveys. Keep in mind not all black and white film is the same. Some new versions are actually designed to be processed by the same chemical treatment used on color print film. This speeds commercial processing but shortens print life. Though the image is black and white, it suffers from the same instability as color prints. Be very careful to check all black and white film before purchasing or using it for a historical & architectural survey. **Do not use** black and white film that indicates it should be developed through the **C-41 process**. After processing, the negatives must be printed on black and white paper. Be sure the photo finishing lab you use prints its black and white negatives on black and white paper. It has become increasingly difficult to locate labs which print black and white images on true black and white paper and the prices for this service, where available, have increased dramatically.

- 3) Black and white digital prints on true black and white paper: This represents an unproven method, but all literature suggests the use of true black and white paper would afford images processed in this manner a relatively high level of stability and longevity. At this point, only one firm ([www.Mpix.com](http://www.Mpix.com)) has been located to develop photos in this manner. Individuals are encouraged to investigate other local and Internet-based labs to see if they process digital prints onto true black and white paper. Color digital images on CDs may be submitted in addition to the required black and white prints (see processing option one above for details on formats, resolutions, disk storage and labeling and survey report requirements).
- 4) Black and white 35mm or digital prints on Fujicolor Crystal Archive or an equivalent paper: While not a true black and white paper, this product has been shown to meet required longevity standards. This paper is more widely available than true black and white paper. Therefore, prints on Fujicolor Crystal Archive or equivalent papers are more reasonably priced. If submitting black and white digital prints, color digital images on CDs may be submitted in addition to the required black and white prints (see processing option one above for details on formats, resolutions, disk storage and labeling and survey report requirements).

Individuals should be wary of developing black and white 35mm or digital prints at corner drugstores or supermarkets, as these outlets tend to use basic color paper to print all types of film. This type of paper is quite unstable and will not provide the adequate longevity standard. For that reason, images printed onto basic color paper are not acceptable for intensive level historical & architectural survey photographs. Always ask for either true black and white or Fujicolor Crystal Archive (or equivalent) paper.

If you have any questions about the photographic standards for intensive level historical & architectural surveys, please contact the Architectural Survey Coordinator at 303-866-4822.