

News in Review

Periodic Mailing from the
South Carolina State Historic Preservation Office
Review and Compliance Division
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DIGITAL PHOTO POLICY FOR STATEWIDE SURVEY OF HISTORIC PROPERTIES (January 2007)

Photographs submitted as official documentation for the South Carolina Statewide Survey of Historic Resources have followed the standards established by the National Park Service for the National Register of Historic Places and National Historic Landmark programs. Photographs are expected to last 75 years or longer before showing significant signs of fading, deterioration, or discoloration. Black-and-white prints are required because of their superior permanence. This policy significantly expands the range of photographic media that may be submitted for the South Carolina Statewide Survey program. **While we continue to accept conventional black and white photographs, digital images produced by methods demonstrated to meet the 75-year permanence standard are also now acceptable.**

Photographic Standard: A 75-year-permanence standard is intended to ensure the longevity of NR-NHL documentation and applies to all forms of photo documentation, including those types of photographs currently available and any introduced in the future. Black-and-white images printed on silver-emulsion fiber-based papers and black-and-white images printed on silver-emulsion resin-coated (RC) papers have been acceptable for some time. The South Carolina State Historic Preservation Office (SC SHPO) does not endorse any particular commercial product or process. A non-comprehensive list of photographic ink and paper combinations that have been demonstrated to meet the 75-year permanence standard may be found under the Digital Photographs section as guidance for implementing this policy expansion. No photos processed with chromogenic processing (C-41) or printed on chromogenic papers currently meet the established standard and are, therefore, not acceptable; however, this may change with future innovations.

Basic Requirements: Photographs must be

- unmounted (do not affix photographs to archival paper or any other material using staples, paper clips, glue, or other means).
- secured in Mylar sleeves attached to the survey card (sleeves attached to card with double-sided tape)
- at least 3½ x 5 inches.
- properly processed and thoroughly washed.
- labeled in pencil or archival photo-labeling pen.

Photographs with adhesive labels will not be accepted. The labels will eventually deteriorate and detach from the photograph, and their acidity may cause damage. Photographs that are improperly processed or incorrectly labeled will be returned.

Labeling Photographs: Two methods of labeling photographs are acceptable. Labeling may be done by printing in pencil (soft lead works best) or with an archival photo-labeling pen on the back of each photograph. The following information must be included:

1. County
2. Name of survey project
3. Date
4. Site number of property shown in photograph

Use of Statewide Survey Photographs: By allowing a photograph to be submitted as official documentation, photographers grant permission to the SC SHPO to use the photograph for print and electronic publication and other purposes, including but not limited to duplication, display, distribution, study, publicity, and audiovisual presentations.

Guidelines for Photographic Coverage: Photographs submitted to the SC SHPO as official documentation should be clear, well-composed, and provide an accurate visual representation of the property and its significant features. They must illustrate the qualities discussed in the description and statement of significance. Photographs should show historically significant features and also any alterations that have affected the property's historic integrity. Include views of interiors, outbuildings, landscaping, or unusual features if they contribute to the significance of the property.

Digital Photographs: Several options are available for photographic prints produced from digital images. Consult a photo lab in your area that offers professional services. A number of commercial processing methods produce high-quality prints from digital images that meet these standards.

Another option is to produce prints in-house with an inkjet or dye-sublimation photo printer that can use special archival inks and photo papers. While most photo printers made for the consumer market are designed to produce color prints that last only a few years before fading, a number of manufacturers now offer models which, with the correct inks and papers, can produce prints with an expected lifespan comparable to or better than traditional black-and-white prints on RC paper. These printers can be obtained at reasonable cost. Producing photographic prints in-house may result in long-term cost savings and also offers the advantage of providing control over the imaging process.

Acceptable Ink and Paper Combinations For Digital Images: The non-comprehensive list below includes products that meet the permanence standard. Specific printers are not identified, as the longevity of a print is dependent on the ink and paper combinations used to produce it, rather than on the printer. **If the surveyor proposes inks and/or papers not included on this list, the surveyor must provide documentation that the ink or paper proposed meets the 75-year permanence standard.**

Epson UltraChrome pigmented inks

Epson Premium Glossy Paper

Epson Premium Semigloss Photo Paper

Epson Premium Luster Photo Paper

Epson Premium Semimatte Photo Paper

Epson UltraSmooth Fine Art Paper

Somerset Velvet for Epson

Epson Velvet Fine Art Paper

Epson Textured Fine Art Paper

Epson Enhanced Matte Paper

Epson Picture Mate inks

Epson PictureMate Photo Paper

Hewlett-Packard (HP) 84/85
dye-based inkset

HP Premium Plus Photo and Proofing
Gloss

HP Premium Plus High Gloss Photo
Paper

HP Premium Plus Soft Gloss Photo Paper

HP Premium Photo Paper, Gloss

HP Premium Photo Paper, Soft Gloss

Hewlett-Packard 59 gray photo
cartridge

HP Premium Plus and HP Premium Photo
Papers (high gloss, glossy, and soft gloss)

Hewlett-Packard 100 gray photo
cartridge

HP Premium Plus and HP Premium Photo
Papers (high gloss, glossy, and soft gloss)

Hewlett-Packard Vivera inks (95
and 97 tri-color cartridges)

HP Premium Plus and HP Premium Photo
Papers (high gloss, glossy, and soft gloss)