Farm Photo Library Checklist

A farm photo library checklist for collecting, naming and storing farm photos for marketing and records, so good pictures are easy to find and used with permission.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Photos sorted into folders	☐	☐	☐
Files named by subject and season	☐	☐	☐
Best shots marked	☐	☐	☐
Permission noted for people shown	☐	☐	☐
Hazards or private details removed	☐	☐	☐
Captions written	☐	☐	☐
Originals backed up	☐	☐	☐
Sizes ready for web and print	☐	☐	☐
Gaps to shoot next season	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Take photos in good light early and late in the day, and ask before posting anyone's picture.

More farm satire, farm music and farm news at **farm.FM**

Related on farm.FM: Jesus Was Born on a Dairy Farm