

**PLEASE PROVIDE THESE GUIDELINES TO THE
PHOTOGRAPHER AND VIDEOGRAPHER PRIOR TO THE WEDDING DAY**

PHOTOGRAPHY/VIDEOGRAPHY

1. Photographers/Videographers will dress in a manner suitable to the environment, i.e. dress shirt, pants and shoes. T-Shirts, shorts, or Sneakers are not proper attire for worship.
2. In order to preserve the solemnity of the Mass and prevent misunderstandings, the photographer/videographer must check in with the wedding coordinator prior to the beginning of the ceremony.
3. The photographer should move only during times of transition. Photographers and videographers are not allowed to roam the church once the liturgy has begun.
4. Flashes are permitted only during the entrance and exit processions, **absolutely no flash photography is allowed during the ceremony.**
5. No one except the wedding party, the Priest and the ministers of the ceremony is allowed in the sanctuary (area in front of the aisle) during the ceremony.
6. The photographer is never to stand in the center aisle blocking the processions or view of the people. The photographer may stand off to the side.
7. **Under no circumstance is the photographer to interfere by stopping the procession to take photos.** The Marriage Ceremony is a Sacrament, not a photo-shoot.
8. We have video cameras in the church which cannot be blocked. Please check with our audio visual (AV) team prior to the service to confirm the photographer/videographer cannot stand. Also, St. Frances has a high quality sound system, including wireless microphones used by the priest and musicians. It is essential any sound equipment brought in by a videographer be cleared with the AV person, and a thorough sound-check completed before use during the ceremony to insure compatibility.
9. For safety reasons, **NO umbrellas or other extraordinary lighting equipment or backdrops may be used.** A good quality video camera will be able to get adequate exposure under existing lighting conditions. Photographers should keep their equipment in an area of the Church where it will not be in the way of guests.
10. Because of Saturday afternoon Mass and Reconciliation, photo sessions have to be completed no later than 30 minutes after the ceremony. Photos taken before the start of the wedding must be completed 30 minutes prior to the start of the wedding to allow sufficient time for all attendees to prepare for the entrance procession.