

CUMC Photograph/Video Policy

(Approved by Administrative Council for VBS on April 16, 2008)

The following policy applies to the use of photographs or video footage of any member of the Cherrydale United Methodist Church and their families in publications, flyers, advertisements, brochures, the Internet, videotapes, CD-ROM, DVD which are published for church promotion, its mission, for membership purposes or in conjunction with worship.

All individuals who attend the church for the services or special programs presented as part of the church's ministry, with or without children, are considered to be a part of the services or programs and as such, should realize that the possibility exists that they may appear in photographs or video footage that will be incorporated into church publications (print and electronic) and video presentations at a later time.

*Individuals or groups not wishing to be photographed or filmed should **opt-out** of the service or program concerned by sitting in the rear of the sanctuary or balcony where photographs and video footage will not be taken.* Photographers and videographers will be instructed to not film or photograph in close-up of this section or to otherwise film where one cannot be readily identifiable. For those special ministries/activities, i.e. Summer Children's Vacation Bible School, Easter Hunt, and other special church events **opt-out forms** will be provided during the registration or advertising process and will also be available in the church office.

Individuals or groups using the facilities of Cherrydale United Methodist Church for the purposes of private education, hence Early Years, Boy/Girl Scout meetings, weddings, Dance school session and other similar groups, will **not be photographed or filmed**, unless such individuals or groups have agreed to allow the church to use any pictures for church promotion and membership purposes based on their own photograph and video policy.

Photographs and/or video footage of church events showing individuals or groups may be used on bulletin boards, publications, flyers, advertisements, brochures, the Internet, videotapes, CD-ROM, and DVD presentations without restriction.

DVD or video presentations of church programs and special events may be marketed at the discretion of the church. A copy of such presentations will be kept on file for archival purposes.

The Church goal is to maintain a sizeable photographic archive. As it develops new publications and presentations, they may be used. It reserves the right to use these at its discretion.