

Photograph and Video Guidelines

Generally, photos and videos of adults participating church activities can be used in your local church publications without permission, but it is always best to talk to the individuals about the use of their image in church publications. Photos and videos of youth (under the age of 18) require permission from a parent or legal guardian of the youth.

Verbal permission is acceptable, but should be documented (name, date/time, subject matter) in your files in a timely manner and you should consider having a permission form on hand in case one is requested.

*A sample permission form is attached.

Here are some common-sense guidelines and resources to help address these issues:

Do not publish a photo or video or story that might be embarrassing, questionable, or harmful to the individual, the parish or its leadership, or the Diocese of Wyoming in any way. If there is any question in this regard, ask the person in the photo or video and other persons that might be impacted if they are okay with its publication.

When publishing a photo or video, if the individual who took the photo or video prefers to be credited with having taken it, do so.

Do not intrude into anyone's solitude, seclusion, or private property without permission.

Do not publish (whether by photos, videos, or stories) private information without permission.

Do not print any photo or video or story that presents the subject in a false, misleading or inaccurate light.

Do not appropriate any photo or video of any person for any commercial use (such as advertisements, or even for illustrations months after the news event) without permission.



Photograph/Video Permission Release Form

I hereby grant (Church Name, City) permission to use my likeness in a photograph/video in any and all of its publications, including website entries, without payment or any other consideration.

I understand and agree that these materials will become the property of (Church Name, City) and will not be returned. I hereby irrevocably authorize (Church Name, City) to edit, alter, copy, exhibit, publish or distribute this photograph/video for purposes of publicizing (Church Name, City) programs or for any other lawful purpose. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my likeness appears.

Additionally, I waive any right to royalties or other compensation arising or related to the use of the photograph/video. I hereby hold harmless and release and forever discharge (Church Name, City) from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

(Church Name, Church Address, Church Phone Number)

I am 18 years of age or older and am competent to contract in my own name. I have read this release before signing below, and I fully understand the contents, meaning, and impact of this release.

_____ (Signature)

_____ (Date)

_____ (Printed Name)

_____ (Date)

If the person is **under age 18**, there must be consent by a parent or guardian, as follows:

I hereby certify that I am the parent/guardian of: _____
and do hereby give my consent without reservation to the foregoing on behalf of this person.

_____ (Parent/Guardian's Signature)

_____ (Date)

_____ (Parent/Guardian's Printed Name)

_____ (Date)