



**PARK AVENUE CHRISTIAN CHURCH**  
(DISCIPLES OF CHRIST)

1010 Park Avenue, New York, NY 10028  
212-288-3246 parkavenuechristian.com

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## Photographer/Videographer Information and Agreement

Dear Photographer/Videographer:

We understand that you are taking pictures for the \_\_\_\_\_ ceremony. We look forward to working with you, and want you to be aware of our policies. Please sign one copy of this agreement and return it to the church; please keep the second copy for your records. To avoid distractions which take away from the ceremony, we ask that you adhere to the following guidelines:

- No flash photographs may be taken once the service begins.
- Flash may be used for the procession, provided that the equipment and the photographer remain behind the congregation.
- Available light (no flash) photography, with quiet shutter, is permitted, provided that the photographer remains behind the congregation.
- Arrangements may be made to photograph the ceremony participants before or after the service. The couple must schedule this time with the coordinator. Once the schedule is set, it must be adhered to. Our spaces are very tightly booked; you will be asked to vacate the space(s) if the photography runs late and other users are waiting.
- When pictures are taken prior to the service, all shooting must be completed and equipment removed at least 45 minutes before the service.

I/We agree to the above guidelines, and respect that the coordinator has the final say regarding any changes or additions to these policies.

\_\_\_\_\_  
Photographer/Videographer (please print)

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date