

GUIDELINES FOR WEDDING PHOTOGRAPHERS & VIDEOGRAPHERS

A wedding is a sacred ceremony.

Proper decorum and respect is required by everyone when on Saint Mary Cathedral campus.

- + You are within a sacred space and a modest dress code is mandatory.
Dress Code: Professional/Business Casual

- + **Camera/Video Placement:** Camera placement must be approved by staff or clergy on duty.
 - o **One unattended video camera** may be set in the Sanctuary behind the column to the right of the High Altar, 30 minutes before the wedding.
 - The camera must be removed before photographing the couple and bridal party begins.
 - o **A second manned camera** may be placed behind the last pew on the right side of the sanctuary unless otherwise stipulated by the officiant.

- + **Photographer Access:** You and your assistants must be stationary during the ceremony.
 - o Do not walk in front of the altar to cross from one side to the other.
 - o To cross from one side of the church to the other, you must walk to back of church
 - DO not cross through/over/across pews – you must go to the back
 - Do not remove ropes/pearls/ribbons/strings, etc. used to block pew usage

- + **Microphones:**
 - o A wireless microphone is provided for the officiant only.
 - o Microphones **may not be attached** to any of the furniture in the sanctuary.
 - o Additional portable microphones **are not permitted.**

- + **Additional Items**
 - o Wires may not be stretched across the sanctuary or taped to the floor.
 - o **No camera lights or flashes** may be used during the ceremony.
 - o Lights may be set up and used for photos after the ceremony is completed.
 - o Videotaping outside the Cathedral may begin up to one hour prior to the ceremony.
 - o Remove all equipment within 30-minutes after the ceremony ends.

ALL VENDORS are under the direction of Saint Mary Cathedral staff, Wedding Monitors and clergy while on the campus of this parish and school.

All vendors, are expected to be aware of these guidelines and to abide by them.

If you do not return this form one month before the wedding, you will not be allowed to photograph.

Name of Company: _____ Email: _____

Signature of Couple

Signature of Photographer

Phone#

Wedding Party _____ Date of wedding: _____