

# Dear Church Family, It's time for a New Directory!

Celebrating faith. Connecting families. Sharing hope.

## New Safety Procedures

Universal is committed to the health and safety of your church families & our employees.

We want you to know that we are taking the necessary precautions to reduce the spread of the coronavirus.

- Following 6 ft. Social Distancing rules throughout the photography process
- Germ guard plexiglass between customers & photographers at the viewing station
- All equipment will be disinfected between sittings
- Utilizing larger lobby rooms for safe social distancing
- Staff will be utilizing hand sanitizer between sittings

*Join us for this "Family Connections Event" and be part of what God is doing right here at your church!*



## Family Connections Event

*Our church directory will not be complete without you. Please join us and help celebrate faith and family with our new church family directory.*

- Schedule your professional photography session when you stop by the sign-up table at the church or simply go online and follow the instructions below.  
If we don't see your name on our list of appointments, you will receive a phone call inviting you to participate.
- Everyone who is photographed by Universal will receive a complimentary 8 x 10 portrait and a directory!
- Universal provides a complete professional portrait studio right here at your church!  
You'll enjoy a variety of poses, backgrounds, portrait sizes, finish and framing options AND have the opportunity to purchase portraits to give to family and friends.

*Directory Committee*

Set your appointment with Universal today!

**1-888-742-5823**



New Safety Glass at Viewing Station

### Online Scheduling Available!

To schedule your photography appointment online, simply go to [www.ucdir.com](http://www.ucdir.com), click on photography appointment scheduling login on the right side, enter **wi132** in the Church Code field and enter **photos** in the Church Password field. Follow the prompts to schedule your family's appointment time. If you have 6 or more in your family please use 2 consecutive time slots. The online scheduling option is available Monday through Friday. **Appointments fill up quickly, so schedule as soon as possible to secure your preferred date and time.**