

HOLY SPIRIT CATHOLIC PARISH

201 44th STREET SOUTH, GREAT FALLS, MONTANA 59405 406-452-6491

To: Photographers and Videographers

From: Holy Spirit Parish Staff

Re: Wedding Photographs and Videos

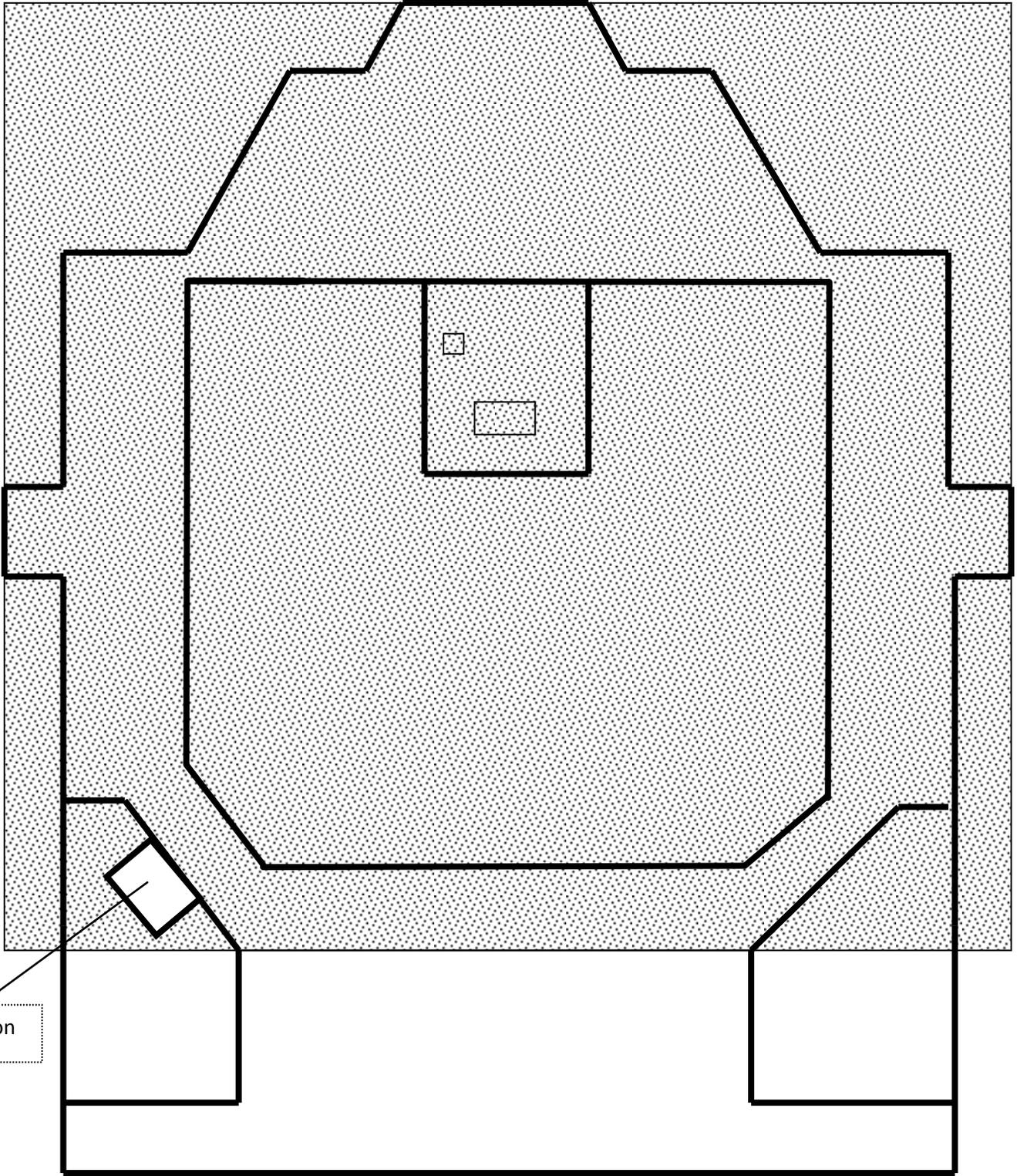
Welcome to our parish facilities at Holy Spirit Parish. We look forward to working with you in a professional way at the wedding which you have been contracted to record. Since this wedding will be in one of our parish churches, there are a few expectations that we would like to clarify with you to make the service as dignified and prayerful as this couple deserves it to be.

First, let us assure you of our respect for your profession and for the service this couple has asked you to record. Whatever we can do to facilitate your work at our church, we will attempt to do. Please do not hesitate to ask our advice or permission to enable you to do your best work.

Secondly, let us remind you that this wedding service, first and foremost, is an occasion of prayer and reverence, from beginning to end. You are encouraged to pose any and as many pictures as this couple desires before and after the service itself. However, from the moment the service begins until it concludes with the guests leaving the church, the following expectations are to be honored:

1. **Procession:** No photos or video can be taken from the sanctuary (shaded) area of the church. Please restrict yourself to those areas indicated on the attached church floor plan. If this is not sufficient, please pose these pictures before the guests arrive.
2. **During the Service:** No photos or video can be taken from the sanctuary (shaded) area of the church. A video camera may be placed on a stationary tripod in the rear of the sanctuary to record unattended throughout the service.
3. **Recessional:** No photos or video can be taken from the sanctuary (shaded) area of the church. Photos of the married couple and wedding party may be taken from the church entry as the couple and party leave the church. After the wedding you are welcome to take any photos you may have missed.

We thank you for respecting these policies. The attached drawing of the church floor plan in which you will be photographing illustrates the areas mentioned above. If for any reason you are not able to provide your services satisfactorily under these conditions, please let this couple know that you will not be able to serve them at this church. If you have any questions, please call the parish office or ask the couple to have your concern clarified. We look forward to working with you in our facilities.



Video Station

No photos or videos in shaded area once procession begins