

WAYSIDE PRESBYTERIAN CHURCH PHOTO & VIDEO POLICY

As we continue with updates to our church website, Wayside will need to adopt an updated photo-use policy. The objectives of the policy are to enhance the quality of information that we provide to our members, visitors, and our community, as well as to celebrate the fellowship and fun shared by the congregation. People enjoy seeing pictures of themselves and their families and friends. Pictures also give visitors a good idea of what WPC has to offer and what to expect when they first attend out church. However, because the dissemination of online photographs cannot necessarily be limited, we wish to protect the privacy of church members, their minor children, and other individuals whose images are published in WPC's websites in accordance with the following:

Published images to WPC's website (including any social networking site(s) with which WPC maintains an account) will use only the first name and first initial of the last name of any member or friend of the church whose image is portrayed. Neither full last names nor any other personal information will be used to identify any member or friend of the church whose image is published to WPC's websites, unless express written permission is obtained prior to use. Images of any minor child under the age of 18 will include no identifying information. If a child is wearing a nametag in the photograph, the nametag must be cropped out of the image.

Wayside does reserve the right to take candid community or group shots in which individuals are not prominently featured and no identifying information is presented and use them in church communication tools. (An example of this kind of photo would be a picture of the whole Parish Hall during a potluck luncheon).

Furthermore, anyone who does not wish to have his or her photograph or video image, or that of a minor child for whom he/she is the parent or legal guardian, used or published by Wayside Presbyterian Church in any of its printed materials, websites, or other media for any purpose whatsoever, may fill out the attached form and return it to the church office.

**IF YOU DO NOT OBJECT TO THE INCIDENTAL USE OF
YOUR LIKENESS FOR THESE PURPOSES: (1) YOU DO NOT
NEED TO COMPLETE THIS FORM; AND (2) YOU DO NOT
HAVE TO RETURN THIS FORM.**

WAYSIDE PRESBYTERIAN CHURCH PHOTO/VIDEO OPT OUT FORM

Anyone not wanting to have their photograph or video image, or that of a minor child for whom he/she is a parent/legal guardian, use or published by Wayside Presbyterian Church in its church-produced materials including, but not limited to, bulletins, posters, brochures, newsletters, other printed materials, audio/visual presentations, and websites may complete this form and return to the church office.

I, _____, **do not** authorize Wayside Presbyterian Church to use photographic or video images of me in the following materials [check which one(s) apply]:

- Printed Materials
- Church Websites – including any social networking site(s) with which WPC maintains an account
- Audio/Visual Presentation

Signature

Date

I, _____, **do not** authorize Wayside Presbyterian Church to use the photographic or video images of the following minor child (or children), of whom I am the parent or legal guardian:

Print names and ages of children below:

NAME

AGE

NAME

AGE

NAME

AGE

NAME

AGE

In the following materials [check with one(s) apply]:

- Printed Materials
- Church Websites – including any social networking site(s) with which WPC maintains an account
- Audio/Visual Presentations

Parent/Guardian Signature

Date

Please return signed form to:
Wayside Presbyterian Church
1208 Asbury Road
Erie, PA 16505

Date Received by WPC: _____

