

**Sacred Heart Catholic Church**

4661 82<sup>nd</sup> Avenue North  
Pinellas Park, FL 33781

**Church Office:**

7809 46<sup>th</sup> Way N.

Pinellas Park, FL 33781

Phone: 727-541-4447 Fax: 727-541-2073

**Wedding Guidelines for Photographers**

Sacred Heart welcomes all photographers to participate in creating a memorable wedding day for our brides and grooms. To help ensure this, we ask that you comply with the following guidelines once the ceremony begins (i.e., the bridal party procession) in order that the sanctity of the religious ceremony is maintained.

1. Once the couple enters the sanctuary until they leave the sanctuary as husband and wife **no flash photography is permitted**. Only available natural and sanctuary light photography is permitted.
2. No still photographs are allowed in the sanctuary (the raised area immediately around the altar) during the ceremony.
3. Pictures may be taken before the wedding and for approximately 30 minutes after the wedding.
4. Photographers are not to be a distraction nor interfere with the sacred rite.
5. Photographers are not to obstruct the view at any time of the couple, clergy, bridal party, or guests.
6. Any Pictures of the couple and/or bridal party in Church must be in keeping with the dignity of the sacrament of the marriage.

**Please sign below that you have read and agree to the above guidelines and return this agreement to Sacred Heart's Wedding Coordinator.**

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Name of Bride and Groom

Date of Wedding

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Signature of Bride

Signature of Groom

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Name of Photography Studio (Print)

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Signature of Photographer & Date

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Address & Phone Number

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**Wedding Guidelines for Videographers**

Sacred Heart welcomes all videographers to participate in creating a memorable wedding day for our brides and grooms. To help ensure this, we ask that you comply with the following guidelines once the ceremony begins (i.e., the bridal party procession) in order that the sanctity of the religious ceremony is maintained.

1. No direct video light is to be used at any time in the sanctuary.
2. No still photographs are allowed in the sanctuary (the raised area immediately around the altar) during the ceremony.
3. Videos may be taken before the wedding and for approximately 30 minutes after the wedding.
4. Videographers are not to distract nor interfere with the sacred rite.
5. Videographers are not to obstruct the view at any time of the couple, clergy, bridal party, or guests during the marriage ceremony, procession and recession.
6. **IMPORTANT:** Videographers may not move around the sanctuary or the altar during the ceremony. Videographers may not shoot the processional from the center aisle or film from the front or rear of the altar at any time during the ceremony.
7. Any pictures of the couple and /or bridal party in the church must be in keeping with the dignity of the sacrament of marriage.

**Please sign below that you have read and agree to the above guidelines and return this agreement to Sacred Heart's Wedding Coordinator.**

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Name of Bride and Groom Date of Wedding

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Signature of Bride Signature of Groom

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Name of Videography Company (Print)

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Signature of Videographer & Date

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Address & Phone Number

**The Rehearsal**

It is important that all those directly involved in the wedding (the bride, groom, parents, bridal party, attendants, flower girl, ring bearer, ushers, readers) be on time for the rehearsal and for the wedding itself.

The following items are to be brought to the wedding rehearsal:

- The marriage license; **the marriage cannot be celebrated without it!**
- Signed copies of the photographer/videographer guidelines

The parish wedding coordinator will contact you to set up an appointment with the coordinator and the Priest, approximately one month before the rehearsal, to discuss the plans and details of the processional order, music selections, Photographers/Videographers, decorations and possible details related to a wedding inside or outside of a Mass.

### **Attitude & Appearance**

Please remember that appropriate, reverent and respectful behavior must be maintained in the church during rehearsal and on the wedding day. Food or beverages of any kind are not permitted in any part of the church building. However, on the wedding day water may be permitted in the bride's room and where the men will prepare for the ceremony.

### **Wedding Day**

The bridal party should arrive at least 45 minutes before the wedding.

### **Bride's Room and Room for the Groomsmen**

The bride's room is available for the bride, family, and attendants at the time of the rehearsal. The room is available 1 hour before the wedding the day of the ceremony for the bride and her attendants to use. Following the wedding care should be taken to leave the room clean and in good order. The Marian room is designated for the gentlemen approximately 1 hour before the ceremony.

### **Decorations**

The beautifully appointed sanctuary does not require much additional decorations. The simplest floral pieces are preferred while overly ornate arrangements will detract from the beauty. If pew bows are used, please advise the florist that they must be tied on, rather than taped, nailed, stapled, glued, or clipped.

Safety issues restrict us from allowing aisle runners for the ceremony. Throwing of rice, seeds, flower petals, bubbles, or any other material inside or outside the church is not permitted.

If there is no scheduling conflict, the florist may set up the night of rehearsal (this must be scheduled with the wedding coordinator) or approximately 1 hour before the ceremony. Flower decorations are allowed in the sanctuary as permitted with the size and the actual placement of the arrangement to be discussed with the wedding coordinator. Flowers are not permitted on the altar.

Please have a person designated from the bridal party to distribute and pin boutonnieres and corsages.

All wedding decorations are to be removed following the ceremony within 30 minutes.

### **Photographers/Videographers**

Photographs and videos may be taken, provided the photographer/videographer is discreet, reverent and respectful of the sacredness of this religious celebration. **Please see photographer/videographer guidelines with accompanying floor plan of the church. The photographer/videographers are required to review, discuss, and sign the guidelines concerning Sacred Heart's photography policy. The signed document is to be given to the wedding coordinator at the rehearsal.**

The photographer/videographer may not enter the Sanctuary or take pictures in such a way as to disturb the congregation or the priest.

The photographer/videographer may take pictures/videos up to approximately 30 minutes after the ceremony. Therefore, because of time constraints please plan to have your receiving line at the place of your reception.