

Photography & Videography Guidelines @ St Mary's West Melb

General Rules

- **No standing on pews**, moving furniture, or using liturgical items as props.
- **No flash or video lights**; cameras must use **silent shutter mode**.
- **Do not enter the Sanctuary** (past the altar rails) or place items on the Altar.
- **Group photos must be taken outside the Church**.
- No use of church power outlets; no taping cables.
- Doors must remain as positioned.

Arrival & Departure

- Arrive **max 30 mins before** ceremony; vacate promptly after.
- Post-ceremony photos outside only.

During Liturgy

- **Do NOT stop the ceremony for photos**. There is **no time to slow down or pose** during the Liturgy. Photographers and videographers must **work discreetly and unobtrusively** without interrupting the flow. **No exceptions**.
- Move slowly, stay unobtrusive and avoid distracting participants.
- During Mass: **No movement is permitted from “Holy, Holy, Holy” (Sanctus) until after the priest has received Holy Communion**. It is advised that media personnel position themselves discreetly beforehand in a suitable location, where they can operate and remain stationary, quiet and unobtrusive. **No exceptions**.
- For Baptisms: No standing on the Baptistry platform.

Audio & Streaming

- Do not tamper with microphones or audio system.
- RCA audio out ports available in sacristy (with supervision).
- Live streaming allowed; church does not provide internet or copyright licenses.

Other Restrictions

- **Organ loft off-limits**.
- **Drones prohibited** inside the church.

Permitted Photography/Videography Areas – Highlighted in Yellow

