



Norms for Photography and Videography

Quinceañera Mass

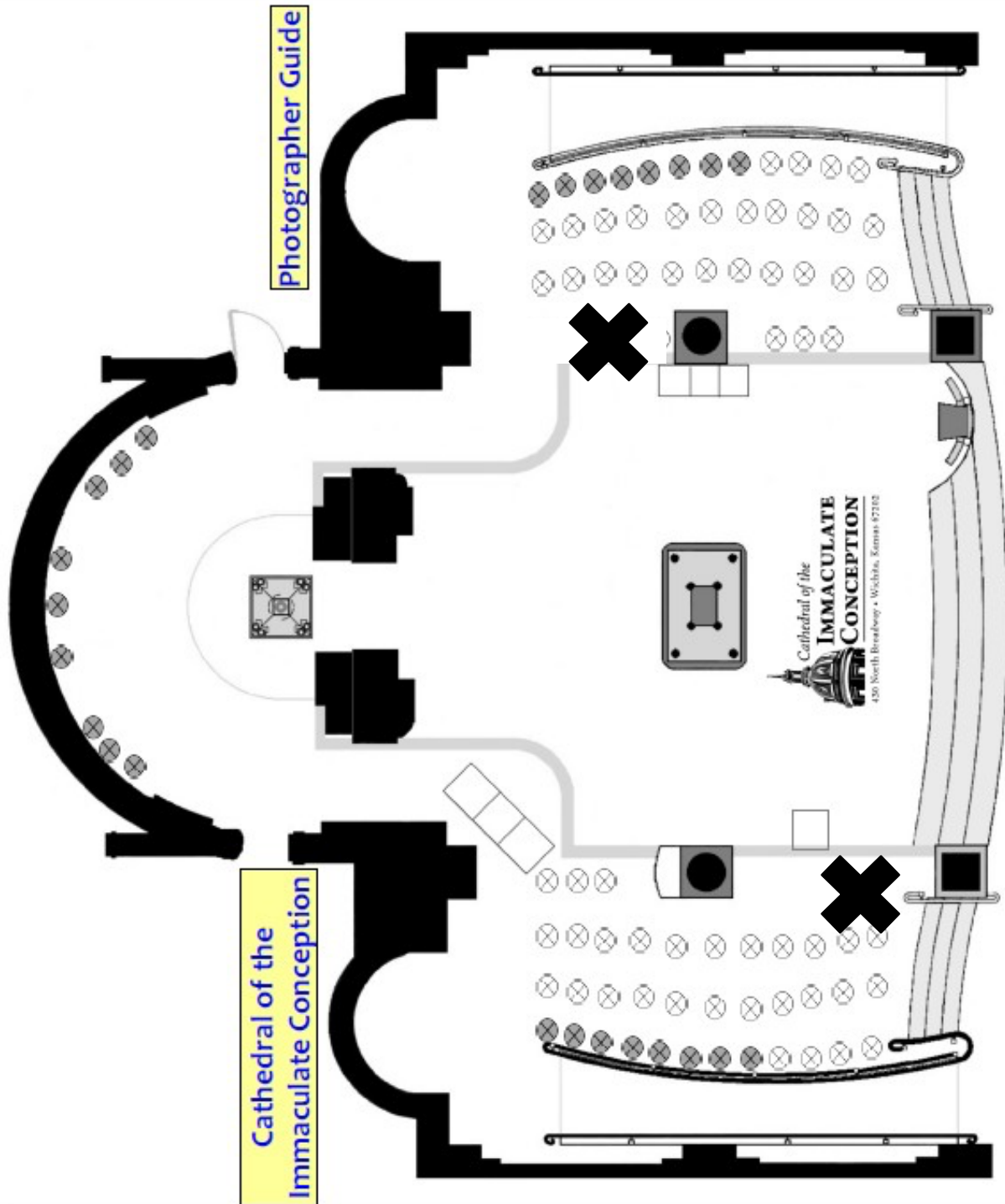
PLEASE PROVIDE A COPY OF THESE NORMS TO EACH PHOTOGRAPHER AND VIDEOGRAPHER

- Please check-in with our parish Quinceañera Coordinator upon your arrival. The Coordinator will review our photo/video procedures with you. The coordinator will also request a copy of your business card for our files.
- Quinceañeras at the Cathedral are scheduled at 11:00am on Saturdays, except for the First Saturday of the month. On the 1st Saturday of the month, there are no Quinceañeras.
- Photography may begin at 10:15am and finish 15 minutes before the Mass.
- After Mass, photography must end by 12:20pm. Most Saturdays, another group will come into the Cathedral at 12:30pm.
- Photographers/video personnel and their equipment are to be as unobtrusive as possible. They should not interfere with any aspect of the procession, liturgy, or recessional. This includes but is not limited to not stopping the procession or recession as they come down the aisle. Posing during the liturgy, waving to the couple, or distracting from the ceremony is not allowed.
- Flash photography or video lighting is not permitted during the liturgy.
- Photographers/video personnel are not permitted in any other place deemed inappropriate by the Cathedral rector. Video equipment cannot be obtrusive and must remain stationary.
- Microphones and/or electric wiring cannot be taped across the aisles. Sanctuary microphones are not to be disconnected or tampered with in any way.
- Photo and video lighting racks are not permitted during the ceremony.
- All equipment and containers are to be kept on the floor and well out of the way of traffic patterns. Nothing should be placed in or on the pews or chairs. Equipment also should not

block entrances, exits, or aisles, and should not be placed around the crucifix area.

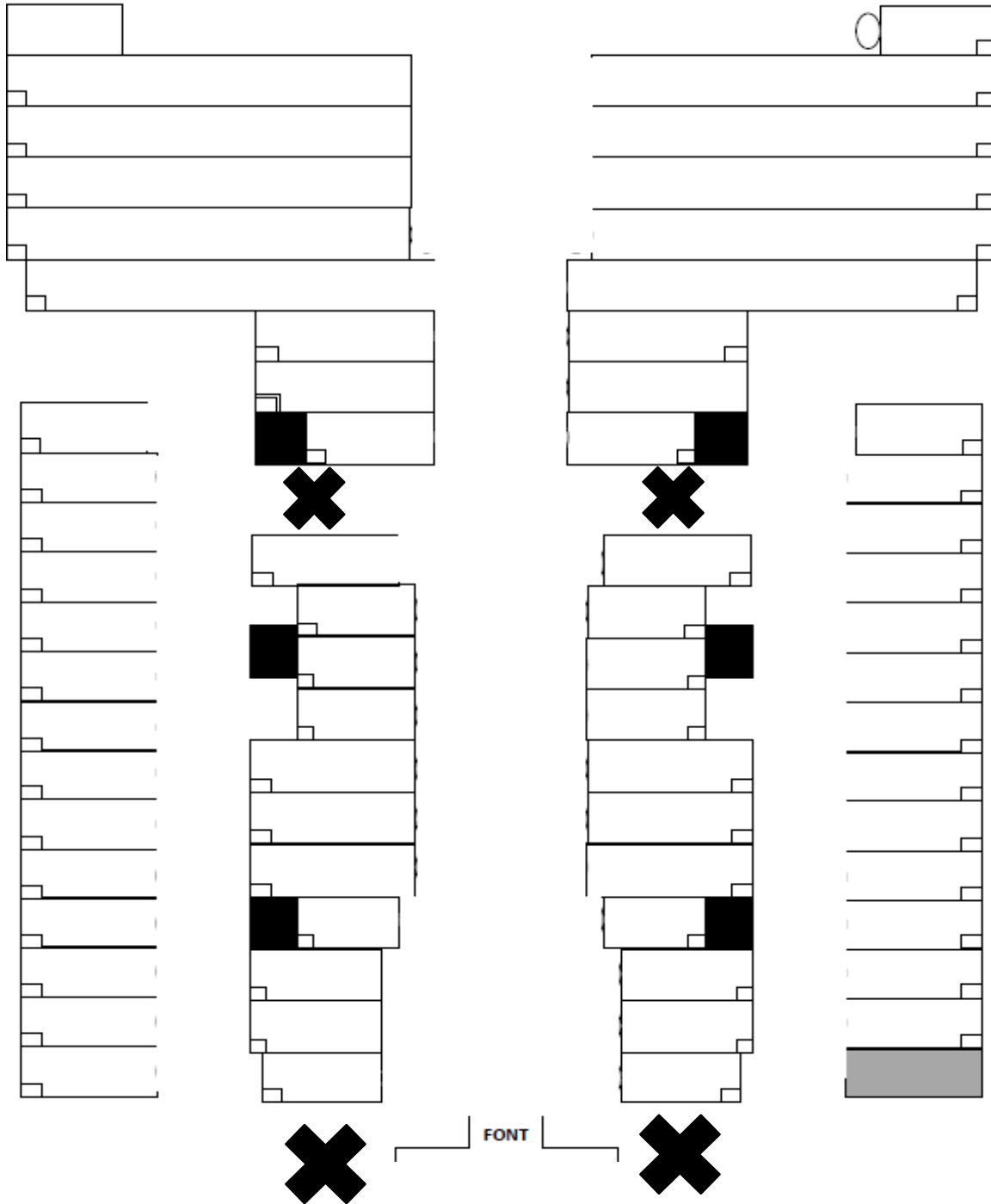
- Standing on any pews for picture taking or posing is forbidden. The altar is a sacred place; nothing should be placed upon it, nor should it be used as a prop.
- Altar candles and church decorations may not be moved or removed.
- Musicians may not be photographed or videotaped without their explicit personal approval.
- Because of the sacredness and formality of the wedding, proper attire is required of all personnel.
- No food or beverage is to be brought into the church. Alcoholic beverages are not permitted on church grounds. Gum is not allowed during the ceremony.
- All voices must be kept down during photographic sessions. Shouting is inappropriate.
- It is the responsibility of the parents of the quinceañera to ensure that photographers and video personnel receive these policies and abide by them.
- Any questions about these policies must be directed to the Quinceañera coordinator on duty, not to the priest.
- Any violation of these policies will be immediately addressed. Continued violations will result in the photographer/videographer being immediately asked to leave the church. We reserve the right to prohibit problematic photographers and videographers from working at the Cathedral.

Should you have any questions, you can reach out to the Cathedral Business Manager at (316) 263-6574.



Indicates acceptable photographer location during the ceremony

Sanctuary



Indicates acceptable location for photographer during the ceremony