

## MEDIA POLICY

Sharing photos and videos of members/guests and events at United Christian Church is a privilege for us, and we intend to respect and honor it.

In this digital age, the church takes many pictures of baptisms, choir performances, worship services, mission trips, special presentations, Sunday School, fellowship activities and community outreach projects. We use these pictures to record, to promote, and to celebrate our church ministries. Pictures may be used on bulletin boards, in slide shows and PowerPoint presentations, in printed publications, on our church website, and social media platforms.

- Printed publications include church newsletters, brochures, invitations, etc.
- Online sharing includes church newsletters (online version), website, Facebook page and groups, Twitter, YouTube channel, and other social media platforms.

### Media Use Policy

- Photos and videos are almost always of people in public spaces, and/or at public events.
- We will not knowingly post anything that would be embarrassing, objectionable or hurtful to anyone in a photo or video.
- We do not without permission identify minors by name in the photos and videos we use in our online and printed publications.
- To ensure the privacy of children and adults, the **use of full names or personal identifying information** requires verbal approval for adults and written approval for minors from the parent or legal guardian. Copies of this form are available in the church office and <https://www.uccaustin.org/media-policy.html>.
- If copyright for a photo or video is held by someone other than United Christian Church, we will receive permission to post it and gladly provide credit if desired by the photographer.
- We will gladly remove any photo or video upon request from our online sites. If you see a photo that includes you or your child and would like it removed from the site, please call 512-218-8110 or notify the church at [church@uccaustin.org](mailto:church@uccaustin.org) with the details.

### Media Opt-Out Form

Some persons may choose not to have their photos, or photos of their children, used and we respect their wishes. Therefore, we are providing a Media Opt-Out form for individuals or families who prefer NOT to have photographs of themselves used by the church. If you have no objection to the use of your photos, you do not need to sign or return this form.

Copies of this form are available in the church office and <https://www.uccaustin.org/media-policy.html>.

### Permissions for Use of Our Media and Content

We ask for your respect in return. Unless otherwise indicated, photographs and videos are the property of and are copyrighted by United Christian Church and may not be used for any purpose (including but not limited to: downloading, printing, distributing, linking) without permission from United Christian Church.

We grant permission for limited sharing of our media and content. You may share YouTube Videos, website articles and Facebook stories on social media. You may link to our posted content but may not download and share content on a personal web page without permission. Please add attribution to United Christian Church for any media you share with permission.

Please call 512-218-8110 or write to us at 3500 W. Parmer Ln, Austin, TX 78727 if you have any questions or concerns about our Media Use Policy. You can also send an email to [church@uccaustin.org](mailto:church@uccaustin.org). Thank you.