

## Zion Lutheran Church's Media Policy

Media images enhance the quality of the information we provide to our members and give visitors an idea of what to expect when they attend our church. We would like to share media items recorded at our various ministry activities and events on the church's website and/or Facebook page.

Participation in church activities implies permission for publications of any media recorded. However, anyone may contact the church office and request in writing that his/her image not be used. For a minor, a signed Photo Release Form must be on file in order for the church to publish his/her image.

We will strive to adhere to the following guidelines:

- Any adult may contact the church office if they do not wish for media items in which they or their minor children are prominently featured to be used on Zion Lutheran Church's website or Facebook page.
- No identifying information will accompany photos, including names, addresses, email addresses, family members' names, or schools.
- Anyone may request a particular media item which prominently features them or their minor children be removed from use by submitting a request to the church office.
- If you submit images to be used by Zion Lutheran Church, you are giving the church the right to use the photos. These images must not contain any copyrighted material without permission.
- In addition to this policy being posted to the church website, the following will be published periodically in the announcements:

“Participation in church activities implies permission for publications of any media recorded. However, anyone may contact the church office and request in writing that his/her image not be used. For a minor, a signed Photo Release Form must be on file in order for the church to publish his/her image. The full Media Policy is posted on the church website (<http://zionhillsboro.org>). Thank you for helping us to share our Zion family story.”