

PHOTO RELEASE (for images of minor children or youth)

All Alban's Episcopal Church does not publish images of minor children/youth without the consent of a parent or guardian. If you are willing for your child's image to be published (in still photographs or videos), please read this consent form, sign and date it, and return it to us by turning it in to the office in person or mailing it to the office address. (You may print this out at home or obtain copies at the church.)

St. Alban's Episcopal Church  
(mailing address)  
P.O. Bos 368  
Manchaca, TX 78652

This release will allow us to use the images in accordance with the policy posted on our website and printed on the back of this release form. The release will be kept on file and will continue in effect until such time as you may choose to cancel it in writing.

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I am the parent or legal guardian of the following child(ren) under 18 years of age, and I give permission for their image(s) to be published in print or on the internet.

Child's name: \_\_\_\_\_

Child's name: \_\_\_\_\_

Child's name: \_\_\_\_\_

Parent or Guardian's name (print): \_\_\_\_\_

Parent or Guardian's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Note: Please see photo release policy on the reverse side of this form.

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PHOTO RELEASE Policy  
of  
St. Alban's Episcopal Church

Our entire parish enjoys celebrating our children and youth. We frequently want to share images of them in our print and online publications. Because their safety is of utmost concern to us, we are adopting careful guidelines for publication of those images. For that reason we are adopting the following policies. **The cooperation of parents in providing us with photo release forms which reflect your desires about this sharing will be greatly appreciated.** Because there are so many occasions for which we might want to publish images, the referenced release form will be ongoing until such time as you may desire to discontinue it in writing. (Special Events – for example, trips or summer camp or special programs like vacation bible school – may require a specific photo release form, but we will try to minimize the need for any other paperwork.) Newcomers to St. Alban's or its children's or youth programs as well as visitors who participate in special projects will be also be asked to sign photo releases.

The website and newsletter of St. Alban's Episcopal Church in Austin, Texas will adhere to the following photo release policy.

**MINORS (children under 13 years of age)**

Photos and images of children may be included in print and web publications and video productions only when the following conditions are met:

- No child's name, address or phone number is publicized; and
- The parent (or guardian where applicable) has signed a release.

**MINORS (youth between 13 and 17 years of age)**

Photos and images of youth may be included in print and web publications and video productions only when the following conditions are met:

- No youth's name will be publicized unless as part of an article concerning that youth, and consent of the parent's will be obtained prior to publication.
- No youth's address or phone number is publicized; and
- The parent (or guardian where applicable) has signed a release.

See Photo Release Form

If no Parent Release Form is available, photos and images of minors may only be included in print and web publications and video productions when the minors' faces are indistinguishable (ie, turned away from the camera or otherwise unidentifiable).

**ADULTS**

St. Alban's does not require signed release forms to publish images of adults.