



## **Policy Related to Photography and Artistic Renderings**

Our Lady of La Leche National Shrine at Mission Nombre de Dios, including the buildings, monuments and grounds, (hereinafter referred to as the “Shrine & Mission”) is a Roman Catholic Church established by the Bishop of the Diocese of St. Augustine and built through the generosity of Catholics throughout the Diocese of St. Augustine and country.

Our Lady of La Leche National Shrine at Mission Nombre de Dios is owned and operated by Bishop Felipe J. Estévez, as Bishop of the Diocese of St. Augustine, a corporation sole and his successors in office (hereinafter referred to as the “Shrine & Mission”). Thus, both the building and grounds of the Shrine & Mission are private property, which is owned by the Diocese of St. Augustine.

**Furthermore, the works of art adorning the exterior and interior of this church and the surrounding mission grounds (such as the Great Cross, historic Chapel, rustic altar, statue of Father Lopez and any other shrines on the property) are protected.**

In that regard, the Diocese reserves all rights to the reproduction, public distribution, public display, and usage, in any medium, of representations of the Shrine & Mission, including but not limited to photography, filming or video-recording with any device, and artistic renderings of any type.

**Any publication or public display of any such images of the Shrine and Mission, whether in whole or in part, must be done in agreement with the Diocese of St. Augustine and have prior written approval of the Diocese.**

The Diocese reserves the right, at its sole discretion, to withhold or withdraw permission to photograph on its premises or to reproduce photographs taken on the grounds of the Shrine & Mission.

### **Visitors**

Still-photography is permitted for private, non-commercial use. No video-recordings unless prior permission has been granted.

Photographs and/or video-recordings of the Shrine & Mission may not be published, sold, reproduced, transferred, distributed, or otherwise commercially exploited in any manner.

**Still-photography and video-recording of worship services or events at the Shrine & Mission or on the mission grounds are not permitted.**

Tripods and/or freestanding lighting equipment are not permitted at the Shrine & Mission without explicit approval and special arrangements (see below).

## **Press/News Media**

**For members of the press and news media**, who wish to photograph, televise, video record and/or audio-record events and services at the Shrine & Mission, permission must be obtained in advance from the Executive Director ([jstark@missionandshrine.org](mailto:jstark@missionandshrine.org)) of Our Lady of La Leche National Shrine at Mission Nombre de Dios.

Tripods, freestanding lights, and/or other equipment might create a safety hazard or impede the efficient flow of traffic. Accordingly, the use and placement of any such equipment by the news media will be subject to restrictions and limitations at the sole discretion of the Shrine & Mission and/or the Diocese of St. Augustine.

Accordingly, if any equipment other than a hand-held camera and a hand-held light are to be used, permission for such use, and arrangements for such placement, must be made in advance by the Executive Director of Our Lady of La Leche National Shrine or the Director of Communications for the Diocese of St. Augustine.

**All freelance assignments** shall be coordinated through the Director of Communications for the Diocese of St. Augustine ([kbagg@dosafll.com](mailto:kbagg@dosafll.com)). Unless otherwise approved by the Diocese, the copyright ownership for images created during such assignments at the Shrine & Mission remains with the Diocese.

## **Other Requests**

Posed photographs on the premises for any event not directly associated with the Shrine & Mission itself, including wedding parties, family reunions, and other pictures, etc. must be approved by the Executive Director of the Shrine of Our Lady of La Leche at Mission Nombre de Dios, ([jstark@missionandshrine.org](mailto:jstark@missionandshrine.org)).

## **Permissions**

Permission to use images of and/or at the Shrine & Mission in any publication (journals, magazines, articles, books, internet/blog usage, social media, etc.), and the related terms of such use, must be approved in advance and in writing by the Diocese. Accordingly, request for such permission should be directed in writing to the Director of Communications ([kbagg@dosafll.com](mailto:kbagg@dosafll.com)).

## **Contact Information**

**Members of the press/news media** should contact the Director of Communications of the Diocese of St. Augustine: [kbagg@dosafll.com](mailto:kbagg@dosafll.com) or (904) 262-1705.

**All other requests** for usage in any medium of representations of the Shrine & Mission, including but not limited to photography, filming and video with any device, and artistic renderings of any type or usage of archival photographs or film footage, in publications (including books, journals, magazines, newsletters, articles, and internet/blog usage, etc.) should be directed to the Director of Communications ([kbagg@dosafll.com](mailto:kbagg@dosafll.com)) or (904) 262-1705.