

**Audio and Video Recordings of a Wedding in Horsham
Parish Church**

Part (A) to be retained by the couple.

Because your marriage will be a unique event in your lives, we do understand your desire to record it for posterity. However, you, your photographer and your professional or private recordist need to know that there are important implications when recording a church service.

1. A wedding is an **act of worship** and the priest must ensure solemnity and reverence. You must obtain his approval before operating recording equipment in church during the service. Normally, if you observe the required conditions, he will be happy to allow it, but he may wish to impose restrictions. STILL and FLASH PHOTOGRAPHY are intrusive and are NOT PERMITTED during the service—please see that your guests and photographer are aware of this.

2. **Copyright** (1956 Act) may apply to material you record. Do note: (a) you are NOT being granted a copyright licence by virtue of the priest allowing the recording; and (b) you and/or your recordist must obtain any required licence from The Copyright Licensing Agency Ltd.

3. You must obtain from any **performer** (singer or musician) their prior consent to be recorded (Performers Protection Acts 1958-1972) and pay any fee due to them in this respect.

We regret that the recording of your wedding has to be treated with such formality. Please be sure that you understand these conditions, and that you return part (C) and that your recordist returns part (B) of this form not less than one week before the wedding.

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Part (B) to be completed by the Recordist.

Mr. _____ (Name of Groom)
and Miss _____ (Name of Bride)
(Wedding Date: ____/____/____ Time: _____ am/pm)
have asked me, _____ (Recordist)
of _____ (Name of Firm)
(Tel.) _____, to record their wedding.

I have read the conditions set out herein and undertake to abide by them.

Date: ____/____/____ Signed: _____

1. Neither the priest nor Horsham PCC can authorise the recording of copyright material. The couple and/or their recordist hereby undertake to obtain any required licence.

2. The recording of the text of the service (BCP or ASB) is allowed under a “blanket” permit, but: a) it must not be sold commercially (except originally by the recordist to the couple; b) no more than three copies may be made; c) it must not be exhibited in public in part or whole. (Hymns, anthems, etc. are not included in this blanket permit).

3. The recordist must meet the priest in the vestry not less than 15 minutes before the service and must be subject to any conditions imposed by the latter.

4. The recordist must: a) treat all proceedings with due solemnity and not interfere with them; b) not use extra lighting; c) remain in the appointed location.

[Please return this form promptly to: The Secretary, The Parish Office, The Causeway, Horsham, RH12 1HE]

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Part (C) to be completed by the Couple.

We, _____ (Groom’s Name) and
_____ (Bride’s Name), due to be
married on ____/____/____ (Date), have asked
_____ (Recordist’s Name) of
_____ (Recordist’s Firm)
(Tel): _____ to record our wedding.

We have read the conditions set out herein and undertake to abide by them.

Signed: _____ and _____

Date: ____/____/____

1. Neither the priest nor Horsham PCC can authorise the recording of copyright material. The couple and/or their recordist undertake hereby to obtain any required licence.

2. The recording of the text of the service (BCP or ASB) is allowed under a “blanket” permit, but: a) it must not be sold commercially (except originally by the recordist to the couple); b) no more than three copies may be made; c) it must not be exhibited in public in part or whole. (Hymns, anthems, etc. are not included in this blanket permit).

3. The couple must pay to Horsham PCC the “Video” fee in force on the day of their wedding.

4. The couple must acquaint their recordist, photographer and guests with the relevant conditions.

[Please return this form promptly to: The Secretary, The Parish Office, The Causeway, Horsham, RH12 1HE]