

Friendship Baptist Church

AUDIO/VIDEO/PHOTOGRAPHY MINISTRY

Request Form

1. _____ **Audio (Microphones)**

There is a \$100 fee charged to member and non-member events if the technician stays for the duration of program. If technician sets up the audio equipment and leaves, the cost is \$25 for both member and non-member.**

****No fee for church programs.****

A. Please briefly explain your event and what your needs are:

B. How many microphones do you need for your event?

- **Sanctuary has capacity for:**

✓ Six (6) hand held wireless mikes – Number needed _____

✓ One podium mike - Number needed _____

✓ One lapel mike - Number needed _____

- **Fellowship Hall has capacity for:**

✓ Two hand held wireless - Number needed _____

✓ Three-headset wireless - Number needed _____

✓ Six wired microphones - Number needed _____

2. _____ **Video (DVD)**

There is a \$100 fee for videographer (non-member fee)

C. Please explain what part of event you videoed. This fee includes editing and it Comes with one raw master copy. Addition DVD's cost \$10 each.

3. _____ **Photographer** (For church ministry functions only)

D. Please list the events that you want photographed and how many copies of the pictures do you want?

1. _____

2. _____