

## DO YOU HAVE HISTORIC PHOTOS OF ST. ANDREW'S TO SHARE?

The Century Celebration Committee is collecting historic photos of St. Andrew's for a series of Cloister Gallery displays as well as for an online display. We will also include some photos in a published church history. If you have photos to share, we would like to see them!

### Photos of What?

- Milestones in your family's life at St. Andrew's: weddings, baptisms, confirmations
- Worship and music, including Christmas pageants and rehearsals/performances of the Good Friday Cantata
- Past and present clergy
- Fellowship events through the years (Advent Fiesta / St. Nick Nite, Shrove Tuesday Pancake Supper / Mardi Gras Party, etc.)
- Church school classes, Vacation Bible School, adult education classes, retreats
- Outreach projects and mission trips (such as to El Salvador)

Although we are largely interested in photos of people, we would also like to see photos of the exterior and interior of the church through the years (including photos of building and remodeling projects).

### How and When to Submit Photos

We can take either actual hard-copy photos (which we will scan and return) or digital images. So we can have our first exhibit ready in September when we launch our Century Celebration Year, please submit photos **no later than July 31**.

#### *If hard copy:*

- Put the photo(s) in a clearly marked envelope or secure folder and leave with Pat in the church office (or drop in the mail slot if the office is closed).
- Include a sheet telling what each photo shows, who is in it (if known), and at least an approximate date. Alternatively, put a Post-it note with this information on the **back** of each photo.
- Be sure to include your full name and the best way to contact you if we have questions.

#### *If digital files:*

- Email files to [pennystratton@standrewsmhd.org](mailto:pennystratton@standrewsmhd.org). Alternatively, deliver a thumb drive to the church office, clearly labeled with your name, or email a link to an online file-sharing service.
- Files should be in .jpg, .tif, or .png format. If you are doing your own scanning, please scan at a resolution of 300 dpi/ppi or higher.
- If possible, please use the following file-naming convention:

lastname.number.briefdescription.approxyear

*example:* stratton.1.elsalvador.2002.jpg

- In your cover email, or in a separate document attached to the email, give any additional information.

*Photos can be either in color or black and white. Please be selective and include only clear, well-composed photos. Do not apply any filters to digital files or try to change the resolution.*

*Please note that submission of photos constitutes your permission for us to use your images both in print and online. If you are not the original photographer, please let us know so we can check with that person.*

Thanks in advance! We can't wait to see what you have!

If you have any questions at all, email Penny Stratton at [pennystratton@comcast.net](mailto:pennystratton@comcast.net), or call 781-864-9649.