

Communication Request – Non-weekend Worship Video

Please complete this form to request a video for your ministry area or event.
The timeline for a video is 8 weeks PER VIDEO.

Name

First Last

Email

Phone Number

-

-

####


Please select the Ministry Area making this request *

- ☒ Adult Ministry
- ☐ Children's Ministry
- ☐ Singles Ministry
- ☐ Worship & The Arts
- ☐ Caring Ministry
- ☐ Mission & Outreach
- ☐ Student Ministry
- ☐ Other – Please describe below

What is your requested completion date for this video? (The requested date MUST be at least 8 weeks from today's date) *

/

/



MM DD YYYY

What type of video are you requesting?
See full explanation of each video type at the end of this form. *

- ☒ Promotional
- ☐ Testimony
- ☐ Resource
- ☐ Informative
- ☐ Story
- ☐ Performance Event
- ☐ Other – need to discuss

CONTRIBUTORS:
The communications department will contact you via email for a consultation within 5 business days, please list all parties to be included in the consultation meeting. If they are not BUMC staff please provide their email address. *

GOAL:
What would you like to achieve with this video? What is the purpose of this video? *

CONTENT:

Please provide a description of your suggested content or storyline for this video. *

INSPIRATION:

Are there any videos you've seen that you are trying to emulate?

Include the URL here. Ex: <https://vimeo.com/3733663>

TALENT:

Contracted Talent:

If your video requires contracted talent such as Voice Over talent or an Actor, your ministry area will be responsible for those costs. Typical Voice Over talent is a minimum of \$65 at a cost of 30¢ per word. ex. 100 words will cost \$65 and 250 words will cost \$75. Occasionally there are costs for supplies that could be between \$50-\$100 or a gift that needs to be given for someone providing a space for filming.

To help you answer this question please fill in the blank:

Our ministry values this video such that we are willing to put forth \$_____ for expenses that may arise during production.

Non-contracted Talent:

**People you may know that you want involved in this video such as but not limited to:
Senior Pastor, Assoc. Pastor, Voice Over, Actor.**

**The Communication Department does not have a list of non-contracted Voice Over talent
or Actors. Please list people you know you would like in this video:**

Questions or Comments?

Where would this video be shown? *

- ☐ Website
- ☐ Ministry Gatherings/Events
- ☐ Social Media
- ☐ Other – Please describe below

Resources

Please attach any relevant images/files related to this project!?

Attach a File No file selected.**Attach a File** No file selected.**Attach a File** No file selected.

Explanation of Video Type:

Promotional Video – is typically designed to spark interest about its subject matter. It does not give many details and entices the audience to investigate further on their own.

Testimony Video – style is usually specific to a person or persons who have been through a particular life altering event and they tell us about their experience and how it affected them physically or emotionally and what they learned from it. Typically they are interviewed and either pictures or b-roll are shown while they talk.

Narrative Style Video – This format usually involves a script. It is usually used to tell a story in a way as to evoke emotion in the audience as a means to persuade them to do something.

Informative Style Video – This format simply gives information– ex. our ministry has 4 options for doing this and here they are.

Resource Video – An example of this type video is a seminar, educational class(s) or event. The product would then be viewable online as an ongoing teaching tool.
Note – if you need a one-time use video versus an ongoing teaching tool, equipment can be provided for your use.

Performance Event – (This is for a Non-sanctuary/Chapel live event) – An event being put on by a ministry of the church that features participants performing a specialized skill. The product would then be viewable online by the congregation – not intended “small viewing audience”.
