

CHURCH OF ST. MARY – IMMACULATE CONCEPTION CHURCH – ST. NICHOLAS
ONLINE SCHEDULING INSTRUCTIONS
FOR SETTING A PHOTO APPOINTMENT

- ✧ Go to the Universal Church Directories website (**www.ucdir.com**)
- ✧ Click on the box on the right side of the homepage entitled “photography appointment scheduling login”.
- ✧ Enter church code. You may schedule your photo session at any location. Please see the back of this page for available dates and locations.
 - **[mn377a \(Church of St. Mary site\)](#)**
 - **[mn377b \(St. Nicholas site\)](#)**
 - **[mn377c \(Immaculate Conception Church site\)](#)**
- ✧ Enter your church password **[photos.](#)**
- ✧ Click on the Enter button.
- ✧ Click on the desired **photography** date.
- ✧ Click on the Reserve Time button beside the desired photography appointment time.
- ✧ Enter the appropriate information in all required fields (indicated by the asterisk)
- ✧ Click on the Schedule Appointment button at the bottom of the screen to reserve the photography appointment time in your family’s name.
- ✧ If you have **more than six family members** being photographed, please **reserve two appointments consecutively** (such as 6:00 and 6:10)
- ✧ Print the next screen to use as a reminder of your family’s photography appointment.
- ✧ **Contact your church’s online scheduling administrator to change or cancel your photography appointment.**



Photography Dates for [Come to the Water Catholic Community](#)

- Church of St. Mary, Alexandria – **Account Number MN377A**
- St. Nicholas, Bell River - **Account Number MN377B**
- Immaculate Conception, Osakis - **Account Number MN377C**

Week One

- Tuesday, April 30 – 2 to 8:30 PM, Church of St. Mary
- Wednesday, May 1 – 2 to 8:30 PM, Church of St. Mary
- Thursday, May 2 – 2 to 8:30 PM, Church of St. Mary
- Friday, May 3 – 2 to 8:30 PM, Church of St. Mary
- Saturday, May 4 – 10 to 4 PM, Church of St. Mary

Week Two

- Tuesday, May 7 – 2 to 8:30 PM, St. Nicks, Belle River
- Wednesday, May 8 – 2 to 8:30 PM, St. Nicks, Belle River
- Thursday, May 9 – 2 to 8:30 PM, St. Nicks, Belle River
- Friday, May 10 – 2 to 8:30 PM, St. Nicks, Belle River

Week Three

- Tuesday, May 14 - 2 to 8:30 PM, St. Nicks, Belle River
- Wednesday, May 15 – 2 to 8:30 PM, St. Nicks, Belle River
- Thursday May 16 – 2 to 8:30 PM, ICC, Osakis
- Friday, May 17 – 2 to 8:30 PM, ICC, Osakis
- Saturday, May 18 – 10 to 4 PM, ICC, Osakis

Week Four

- Tuesday, June 4 - 2 to 8:30 PM, ICC, Osakis
- Wednesday, June 5 – 2 to 8:30 PM, ICC, Osakis
- Thursday, June 6 – 2 to 8:30 PM, ICC, Osakis
- Friday, June 7 – 2 to 8:30 PM, ICC, Osakis
- Saturday, June 8 – 10 to 4 PM, ICC, Osakis

Week Five

- Tuesday, June 11 – 2 to 8:30 PM, Church of St. Mary
- Wednesday, June 12– 2 to 8:30 PM, Church of St. Mary
- Thursday, June 13– 2 to 8:30 PM, Church of St. Mary
- Friday, June 14 – 2 to 8:30 PM, ICC, Church of St. Mary
- Saturday, June 15 – 10 to 4 PM, ICC, Church of St. Mary

Week Six

- Tuesday, June 18 – 2 to 8:30 PM, Church of St. Mary
- Wednesday, June 19– 2 to 8:30 PM, Church of St. Mary
- Thursday, June 20– 2 to 8:30 PM, Church of St. Mary
- Friday, June 21– 2 to 8:30 PM, Church of St. Mary
- Saturday, June 22 – 10 to 4 PM, Church of St. Mary

Week Seven – Dates Not Yet Available

- June 25 to 29 on hold - Church of St. Mary