



# Consent Form for film/video, audio & photography (with notice of copyright)

You have a right to withdraw your consent at any time. If you have any queries about this form or wish to update your consent or personal details please contact Sheffield & Rotherham Wildlife Trust at mail@wildsheffield.com in the first instance.

Please complete the form using BLOCK CAPITALS

This form is to be completed by individuals being asked to participate in the production of Trust video, audio or photographic work.

Please return all completed forms to Sheffield & Rotherham Wildlife Trust, 37 Stafford Road, Sheffield, S2 2SF.

I consent to the capture of:

- still images (photographs)
- moving images
- audio recordings

of both myself and the children with me today.

I accept that the subsequent use may be in a number of media, including but not limited to print, digital and electronic use by Sheffield & Rotherham Wildlife Trust (the 'Trust') and/or by agents authorised by the Trust including People's Postcode Lottery

The Trust would like to make the image(s) and/or recording(s) available to the general public via the internet.

- Please tick the box if you do not wish the image(s) and/or recordings to be made available to the public.

I hereby grant the Trust a licence to use material(s) contributed by me for educational and/or marketing purposes via web-based and other digital/print methods. In the event that any materials supplied by me contain the work of third party individuals or organisations, I understand that it is my responsibility to secure the relevant permissions and/or licences which will allow me to grant such a licence. The Trust will not be held responsible for any individual's failure to obtain copyright clearance prior to completion of this form.

The Trust will process this personal data in the making of the image(s) and/or recording(s) available for use for educational and/or marketing purposes in appropriate file formats via web-based and/or other digital and/or print methods.

I understand that:

- editing may be required by the Trust or by agents authorised by the Trust for quality or technical purposes
- edited subsections may be used in other Trust materials for purposes stated above
- the image(s) and/or recording(s) will be stored securely in appropriate file formats on servers belonging to the Trust and/or its authorised agents.
- That the images/audio will be retained for a period of no longer than 5 years.

Sheffield & Rotherham Wildlife Trust is committed to processing information in accordance with GDPR and Data Protection Act (DPA) 2018. The personal data collected on this form will be held securely and will only be used for administrative purposes.

## Section 1: Project details

<b>1.1 Project name:</b>
<b>1.2 Project administrator:</b>
<b>1.3 Department name:</b>

## Section 2: Person details

<b>2.1 Adult first name:</b>
<b>2.2 Adult surname:</b>
<b>2.3 Telephone:</b>
<b>2.4 Email:</b>
<b>2.5 Children's Names (please list first name and surname for each child with you today).</b>

## Section 3: Signature

<b>Parent Signature:</b>
<b>Child Signature: (over 13 yrs)</b>
<b>Date:</b>