

**Contributor Consent and Release Form**

Permission for use of photographs/video/recordings of the Contributor taken by the University of Cambridge (“University”) at or for the Event/Project (“Recordings”) and for use of digital material contributed by the Contributor to the Event/Project (“Contributor Digital Material”) (together, the “Contribution”)

**Event/Project:**

**Date of the Event/Project:**

**Event/Project Organiser, Contact Details:**

Thank you for contributing to the Event/Project. By signing this Form You agree to the following terms.

1. I consent to the making and use of the recording of my contribution to and participation and performance in the Event/Project, the nature of which has been fully explained to me. I understand that if I am unsure of the meaning of the terms set out in this Form, the Event/Project Organiser can explain them to me.

1. I grant the following:
2. my consent to the University and those authorised by the University to make and use images and recordings of me and my performance (my non-property performer’s right) at or for the above Event/Project taken by photograph and/or video/film and/or sound recording (“Recordings”) and a licence of my property performer’s right to use the Recordings, and
3. a non-exclusive licence to the University and those authorised by the University to copy and make use of digital material I have prepared and submitted to the Event/Project, including but not limited to material I refer to or include in my performance in the Recordings (“Contributor Digital Material”)

for the specific purpose of making and disseminating the Recordings and Contributor Digital Material [in the first instance to registered attendees of the Event/Project on the restricted access platform at \_\_\_ and] by all means and in all media (in whole or in part, transcribed or otherwise) in perpetuity throughout the world for the non-commercial educational and promotional purposes of the University, such use including but not limited to print and online publication and broadcast, e.g. in University websites and social media such as YouTube, Facebook and Twitter.

1. To the best of my knowledge and belief, my Contribution will not infringe the copyright or any other rights of any third party or contain any defamatory material. Should my Contribution contain third party material such as others’ text or still or moving images or of anyone in an image, the copyright/personal data in that content may belong to someone else, which means that I agree that I have obtained their permission/licence/consent as applicable to include it in my Contribution and allow it to be used by the University for the specific purposes set out in Clause 2.
2. I understand that I have the right to withdraw this consent and the use of my Contribution at any time by emailing the Event/Project Organiser named above, in which case the Contribution will not be used in future publications but may continue to appear in copies of the Contribution already in circulation.
3. The information provided in this Form is to be used for the purpose described above and is managed and stored by the University with my consent. Further information about the University’s use of my personal information is at: <https://www.information-compliance.admin.cam.ac.uk/data-protection/general-data> .

**Contributor (“I”/”You”) Name:**

**Contributor Signature:**

**Contributor Email: Date:**

 

**Parent/Guardian Contributor Consent & Release Form\***

\***Parental/Legal Guardian permission and consent is required for:**

**a ‘child’ – a person under the age of 18;**

**a ‘vulnerable adult’ - a person aged 18 or over whose ability to protect himself or herself from neglect, abuse or violence is significantly impaired on account of disability, illness or otherwise.**

**Event/Project:**

**Date of the Event/Project:**

**Event/Project Organiser, Contact Details:**

Thank you for contributing to the Event/Project. By signing this Form You agree to the following terms:

1. I hereby consent to the filming and recording of my child or vulnerable adult in my charge - of their contribution to and participation in the Event/Project, the nature of which has been fully explained to me. I understand that if I am unsure of the meaning of the terms set out in this Form, the Event/Project Organiser can explain them to me.
2. I grant the following:

(a) my consent to the University and those authorised by the University to make and use images and recordings of my child or the vulnerable adult in my legal charge me and their performance (their non-property performer’s right) at or for the above Event/Project taken by photograph and/or video/film and/or sound recording (“Recordings”) and a licence of their property performer’s right to use the Recordings, and

(b) a non-exclusive licence to the University and those authorised by the University to copy and make use of digital material my child or the vulnerable adult in my care has prepared and submitted to the Event/Project, including but not limited to material my child or the adult vulnerable adult in my care refers to or includes in their performance in the Recordings (“Contributor Digital Material”)

for the specific purpose of making and disseminating the Recordings and Contributor Digital Material [in the first instance to registered attendees of the Event/Project on the restricted access platform at \_\_\_ and] by all means and in all media (in whole or in part, transcribed or otherwise) in perpetuity throughout the world for the non-commercial educational and promotional purposes of the University, such use including but not limited to print and online publication and broadcast, e.g. in University websites and social media such as YouTube, Facebook and Twitter.

1. To the best of my knowledge and belief, the Contribution will not infringe the copyright or any other rights of any third party or contain any defamatory material. Should the Contribution contain third party material such as others’ text or still or moving images or of anyone in an image, the copyright/personal data in that content may belong to someone else, which means that I agree that I have obtained their permission/licence/consent as applicable to include it in the Contribution and allow it to be used by the University for the specific purposes set out in Clause 2.
2. I understand that I have the right to withdraw this consent at any time by emailing the Event/Project Organiser named above, in which case the Contribution will not be used in future publications but may continue to appear in copies of the Contribution already in circulation.
3. The information provided in this Form is to be used for the purpose described above and is managed and stored by the University with my consent. Further information about the University’s use of my personal information is at: <https://www.information-compliance.admin.cam.ac.uk/data-protection/general-data> .

**Name of Child/Vulnerable Adult:** **Name** **of Parent/Guardian:**

**Signature of Parent/Guardian: Date:**