A logo of a person

Description automatically generatedPhoto / Video Consent Form

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| --- | --- |
| **Photo/Video Title and Location:** | **Date: / /** |

This consent form outlines the terms on which you [*full name in capitals*] agree to allow (Insert name of organization) as a grantee of the Global Centre on Biodiversity for Climate (GCBC)1 to use media (“photos / videos”) featuring your image for the uses set out below.

**Permission** By signing this consent form, you give us your permission to:

**Capture and use all, or any part of, the photos / films in both printed 2 and digital 3 materials for the following internal and external uses:**

* Educational & learning activities undertaken by us (eg. training materials, scientific communications, online learning platforms, brochures)
* Publicity, marketing & advertising undertaken by us for non-commercial use
* Publicity, marketing & advertising about us, undertaken by media / journalists (e.g. newspapers and digital media channels) and our partner organisations such as funder or sponsors who we work with to achieve our mission and goals

[Please strike out any uses you do not consent to]

* Publicly use your name within, or in association with, the photos / films. [Please strike out if you want your name to be withheld]

**Editing**

You agree that we can edit or alter the photos / films to fit with our house style or the requirements for different formats (such as brochures, posters, digital).

**Sharing with third parties**

Some of our service providers may have access to the photos / films in order to perform services on our behalf (examples of this include printers, IT / website providers, etc.)

Provided you have given your permission above, we may also share the photos / films (along with a copy of this form) with media, journalists and partner organisations.

# Transfers

Once an image or film is published, it may be transferred to recipients in countries outside the European Union that do not have the same data protection laws.

Photos or films that are published online can be viewed throughout the world and not just in the United Kingdom where UK law applies.

# Payment

You understand that you will not be paid for participating in this photography or film shoot.

# Withdrawal

You may request for (insert organization name) to stop using your image at any time you wish via a formal email request (insert contact email). In that event, (insert organization name) agrees that the photos / films will not be used in future publications but may continue to appear in publications already in circulation.

Signed by: Date: **/ /**

Email: Tel:

(Kew will only use these details to administer this consent and to contact you regarding the use of the photos / films if necessary.)

1 (Insert organization name) is a grantee of the Global Centre for Biodiversity on Climate (GCBC) programme. This photo/video shoot is being conducted as part of (Insert organization name) ‘s grant activity under GCBC.

2 Printed materials shall include without limitation publications (eg. newsletters, magazines, reports, books, newspapers), promotions, advertisements, posters and presentations.

3 Digital materials shall include without limitation publications (eg. e-newsletters, e-magazines, online publications), advertisements, applications and presentations. Such materials could be used on social media platforms, websites and in email communications.