

### **III. Program Legal Consent Form for Release of images**



#### **I. Sharing Information**

Sometimes the people who work for artsparks, like people at Red Deer Public Library, Red Deer Museum and Tree House Youth Theatre need to share your name and information about you. It is only for people working on this project and will only be given if it must be done. We need to be able to do this so our records are correct and we have everything in order. This is so we can do our job better. We will not give out this information to people who don't work with us.

#### **2. Protection**

- We strive to protect images and recordings by only sending them to people we work with, by putting information on our website noting to the public that taking images and changing them is not allowed and is illegal, and by posting our movies on the internet in such a way that it is very hard to save the movie to your computer- you must watch it online.
- Red Deer Public Library has a strict copyright license and its materials are protected by copyright law. Any one who breaks the copyright agreement is breaking the law. The license we have is the most restricted one: Attribution Non-Commercial No Derivatives (by nc-dc). This license is the most restrictive of six main licenses, allowing redistribution. This license is often called the "free advertising" license because it allows others to download our works and share them with others as long as they mention us and link back to us, but they can't change them in any way or use them commercially.

### **3. Video, Sound Recording and Photo**

artsparks and Red Deer Public Library want to video-tape, record your sounds and take photos of the work you are doing. Before we can video-tape, make sound recordings and take photos of you, you must consent. We must be sure you understand why we want to video-tape, make sound recordings and take photos and what we will do with them. If you want to ask questions before you say OK, please ask.

### **4. Purpose/Intent of Video, Sound Recording and Photo use**

In all programs, artsparks might want to video-tape, make sound recordings and take photos of you to show it to you so you can watch yourself acting and learning, and to have a record of what we have been doing. We can use the videos to teach ourselves about what works and what needs to change. We also hope to be able to show others what we are doing and one way we might do this is by putting the videos, photos, and recordings on the internet. Showing people these images helps us to properly promote our program so more people will want to learn with us, to show what we are doing to funders so we can continue to offer great opportunities to our community, and to make us look professional. We may also enter movies we make into **festivals** that will show our movie to lots of people so they can enjoy our great work. We do not wish to harm you by taking your images, and have only good intentions. You will not be hurt because we video-tape. You will also not be hurt because we use videos about you.

### **5. Distribution**

For movie programs, a copy of the movie is generally given to each participant, a private screening of the movie is held in the community, public screenings are held at local places like Red Deer College, the library, and The Hub, copies are made available at the library for sign out, and it is available for watch on our website at **www.artsparks.org**. Previous venues have also included Carnival Cinemas, and here at the library as part of the Diversity Film Series. Since copies are usually made available for sign out, participants names are included in the library catalogue within the listing of the movie that they appeared in, but their age, where they are from, and other personal details, other than their name and their job title

on the film, are not included. **To watch previously filmed movies**, sign one out here at the library, or go to our website (address above).

For all other daytime programs, any minimal amount of video footage is taken for record keeping and archival purposes mainly, and will only be shown to the public during conferences or in advertisements if full consent is given by the persons in the video footage. Photographs may be used on our website, in our newsletter, and in conference presentations for promotional and educational use only.

## **5. ARTSPARKS AT THE LIBRARY MOVIE CAMP**

This summer, artsparks at the library will be hosting a movie camp. We have taken a script that was written by one of our participants in our Let's Write program. We will be shooting the film in August, editing it in September and then having a premier of the film at the Red Deer Public Library.

The movie is about belonging, and being accepted. The main character is in a wheelchair, but the disability is never seen as one. He wants to get the girl, and uses every cheap pick up line in the book, but finally wins her over by just being himself.

Participants have the choice to appear in the film, or they can work behind the camera. Their name and role/job they participated in will be featured in the credits. All other information will not be used in any capacity.

The film will be "G" rated and all content will be suitable for any age. The script is available to read if anyone has any concerns about content. If you would like to read it, please contact artsparks at the Library Program Coordinator Albertus Koett.

I, \_\_\_\_\_, say is it OK for artsparks and Red Deer Public Library to video-tape, make sound recordings and take pictures of me.

**artsparks** and Red Deer Public Library can use videos, sound recordings and photos of me to show me what I have been doing so I can see myself acting and learning.

**artsparks** and Red Deer Public Library can use videos, sound recordings and photos of me that will be sent to those who are on the mailing list (like for our newsletter, to pass to other libraries, and things like that)

**artsparks** and Red Deer Public Library can use videos, sound recordings and photos to advertise and tell others about our work on TV screens in the library and on the world-wide-web. (The movies we make for the Movie Making Camp will also be able to be signed out of the library by the public so they can listen and enjoy our stories.) These images and photos and recordings are a protected part of the library collection. Copyright info is listed in this form under “protection” above.

**artsparks** and Red Deer Public Library can use my name to tell others about what we are doing.

\_\_\_\_\_  
name of participant

\_\_\_\_\_  
date

\_\_\_\_\_  
name and signature of public guardian  
*(Can be the same as above if you are your own guardian. Can be a parent or private guardian if you are a youth or a person with no public guardian)*

\_\_\_\_\_  
date

\_\_\_\_\_  
name and signature of witness  
*(if you have a public guardian signing)*

**\*artsparks** acknowledges the **Dependent Adult Act**, and the guardianship order and has been in contact with the office of the public guardian in regards to this consent form. If you have any questions or concerns in regards to this form, please contact Albertus Koett, Program Co-ordinator at 403-755-1134 or [akoett@rdpl.org](mailto:akoett@rdpl.org)