



INTERVIEW RECORDING AGREEMENT AND PHOTO RELEASE FORM

Please complete this form after the interview has taken place.

The purpose of this agreement is to ensure that your contribution to the Her Salisbury Story project is archived in accordance with your wishes. If you wish to restrict access to all or part of your recording there is space on the agreement to specify these restrictions.

It is intended that, unless there are any restrictions stipulated by you, photographs and audio recordings of interviews will be made publicly available. This means that they will be published on the Her Salisbury Story project website and deposited into the Wiltshire and Swindon History Centre archive. Materials from the project will also be made available for public reuse. They may also be used for other purposes such as newspaper articles, reports, and promotion of the work of Soroptimist International of Salisbury.

If you have particular concerns about the use of your interviews or photos please discuss these with the interviewer or contact a member of the Her Salisbury Story project team (email: hersalisburystory@gmail.com)

Declarations:

I confirm my agreement to take part in the Her Salisbury Story project and for my interview(s) to be recorded and/or for my photograph to be taken.

I hereby grant and authorise the Her Salisbury story project and SI Salisbury the right to take, edit, alter, copy, exhibit, publish, distribute, and make use of any and all pictures or video taken of me to be used in and/or for legally promotional materials including, but not limited to, newsletters, flyers, posters, brochures, advertisements, fundraising letters, annual reports, press kits and submissions to journalists, websites, social networking sites and other print and digital communications, without payment or any other consideration. This authorisation extends to all languages, media, formats and markets now known or hereafter devised. This authorisation shall continue indefinitely, unless I otherwise revoke said authorisation in writing. I understand and agree that these materials will not be returned. I hereby hold harmless, and release SI Salisbury from all liability, petitions, and causes of action which I, my heirs, representative, executors, administrators, or any other persons may make while acting on my behalf or on behalf of my estate.

Please sign and return to a project team member or by e mail to hersalisburystory@gmail.com

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I understand that any photographs and/or audio recordings of interview(s) will be made publicly available and archived.

I hereby assign to SI Salisbury all copyright in my contribution for use in all and any media. I understand that this will not affect my moral right to be identified as the 'performer' in accordance with the Copyright, Design and Patents Act 1998.

I understand that, in order to help prevent any inappropriate reuse or manipulation, whole digital interviews will be placed in the Wiltshire and Swindon History Centre archive and made available through the Creative Commons license, 'Attribution Non-Commercial No-Derivatives' (referred to as CC BY-NC-ND 2.0 UK). I understand that the work will be attributed to me and that it cannot be used for commercial purposes or changed in any way.

I understand and agree that the digital excerpts from my interview(s) that have been selected for use in any outputs of the Her Salisbury Story project (for example, on the project website, and in any learning resources or exhibitions), will be made available to the public through the Creative Commons licence 'Attribution Non-Commercial' (referred to as CC BY-NC 2.0 UK), that the work will be attributed to me and that it cannot be used for commercial purposes.'

If you have any special conditions for the use of the recordings, such as wanting parts of the interview to remain confidential, or requesting that parts of the interview are only released after a set period of time (embargoed), please state these requests here:

Both parties shall, by signing below, indicate acceptance of the agreement.

Please sign and return to a project team member or by e mail to hersalisburystory@gmail.com

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By the interviewee:

Signed: _____

Print name: _____ Date: _____

On behalf of SI Salisbury:

Signed: _____

Print name: _____ Date: _____

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