

## **SAMPLE RELEASE FORMS**

- Release forms are the legal agreement between you and a contributor
- Location agreements (also legally binding) allow you to enter and film at a property
- Both ensure that you own all footage captured, and that you have control over when/if that footage is used, and for what purpose
- It is recommended that forms are signed before filming takes place. Check that documents have been read through and understood by all parties
- If the contributor is under 18 years, you will require an additional signature from their parent/guardian

### **PERSONAL RELEASE FORM**

Director/Producer: \_\_\_\_\_

Title of Production: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Recording Date: \_\_\_\_\_

1. The Director/Producer has filmed and recorded the Contributor who has agreed to appear in the Production it is producing, titled [xxx], the nature and subject matter of which has been fully explained to the Contributor in advance of signing this Agreement.
2. In consideration of the Contributor's contribution to the Production, the Director/Producer has agreed to pay a fee of €1 (One Euro) to the Contributor (the receipt and sufficiency of which is hereby acknowledged) in full and final settlement of any payments that are or may be due by the Director/Producer to the Contributor howsoever arising. No further sums of any nature for any reason shall be due to the Contributor for the provision of his/her services and/or use of the material created under this Agreement in any media at any time.
3. The Contributor agrees that the Director/Producer shall not be obliged to use or keep the material created under this Agreement. The Contributor irrevocably and unconditionally waives all his/her moral rights as a performer in the Production. The Contributor agrees that the Director/Producer may alter, adapt

and/or edit the material created under this Agreement and market it entirely at the Director's/Producer's sole discretion.

4. The Contributor hereby irrevocably assigns to the Director/Producer all present and future copyright and any other rights of any nature in all media in the product of his/her services and any material created under this Agreement throughout the world. All media shall include but not be limited to all forms of television, satellite, video / DVD, radio, publishing, Internet, merchandising, and computer software.
5. The Contributor agrees that neither the Director/Producer nor any of its employees shall be liable for any personal injury and/or loss or damage howsoever arising sustained by the Contributor during the course of filming the Production.
6. The Contributor acknowledges that the Director/Producer shall be the Data Controller of any material created under this Agreement and agrees that the Director/Producer shall be entitled to retain and process any such material for the Director's/Producer's legitimate business interests. The Contributor agrees that the Director's/Producer's Privacy and Data Policy (a copy of which is available upon request) shall be incorporated into and form part of this Agreement.
7. The Contributor expressly agrees that his/her name, biography, voice, image and/or likeness may be used in the promotion of the Production worldwide.
8. The Contributor confirms that to the best of his/her knowledge there are no undisclosed matters in his/her personal or professional life capable of bringing the [name of video] or Director/Producer into disrepute.
9. This Agreement shall be interpreted in accordance with the laws of Ireland and subject to the exclusive jurisdiction of the Irish Courts.

SIGNATURE DIRECTOR/PRODUCER: \_\_\_\_\_

SIGNATURE CONTRIBUTOR: \_\_\_\_\_

SIGNATURE OF PARENT OR GUARDIAN (IF CONTRIBUTOR IS UNDER 18 YEARS): \_\_\_\_\_

DATED:

## LOCATION AGREEMENT

Name of Location: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

I [owner of location] agree to allow the above named premises - interior and exterior - to be filmed for use in the video named [xxx]. I warrant that I am entitled to grant this permission and that the consent of no third party is required.

I agree that footage shot will be broadcast on social media and may be used in all media. I agree that the premises may be identified by its real name and that real or fictitious events may be depicted as occurring on the premises.

I agree that [name of Director/Producer/Company] may decide not to use footage shot on the premises in the video.

I agree that the copyright in all the material shot on the premises mentioned above belongs to [name of Director/Producer/Company].

[name of Director/Producer/Company] agrees to indemnify you against any claims arising out of accidents which may occur on the premises arising out of our filming activities.

SIGNATURE DIRECTOR/PRODUCER: \_\_\_\_\_

SIGNATURE OWNER LOCATION: \_\_\_\_\_

DATED: