**[TEMPLATE] Permission to take
and use photographs and/or video**

ADD YOUR LOGO – delete box

[Adapt below list as appropriate but please include points 1 and 5]

**I give consent for the photos or video to be used for these purposes.**

 **Yes No**

1 - Lewisham Life magazine, including its online edition

2 - Online, including the [ADD NAME OF:] website, social
media and other websites

3 - Print publications (e.g. leaflets, posters and brochures)

4 - Shared with news media for publication

5 - Shared with partners and funders

**People aged 18 or over:** I am 18 or over and I give consent for my name and photographs or videos of me to be used as indicated above, without charge to Lewisham Council.

Name (block caps): …………………………………………….………………….………

Address: …………………………………………. Postcode: ……………………………

Signed: ……………………………………………. Date: …….…………………………...

**People under the age of 18:** I am the parent/guardian/person holding power of attorney and I give consent for photographs and/or videos of the child named below, and their name, to be used as indicated above, without charge to Lewisham Council.

School name (if applicable): ……………………………………………………………….

Name of child (block caps): ………………………………………………………………...

Address: ………………………………………………Postcode: …………………………

**Name of parent/guardian** (block caps) Mr/Mrs/Miss/Ms/other …………………………

Address: ……………………………………………...Postcode: ………………………….

Signed: ……………………………………………. …Date: ……………………………….

**For Office use only**

Date and event/occasion on which the photographs were taken:

………………………………………………………………………………………………

Description of photograph, including physical descriptions of people photographed

(e.g. woman with blond hair in blue dress) and names of councillors/officers/celebrities etc.:

………………………………………………………………………………………………..

Name and contact details of photographer:

………………………………………………………………………………………………...

**Declaration**

**Adapt example text below:**

**[The photograph or video will be used by Lewisham Council for the purposes you agree to. We may share it with other organisations for the purposes you agree to. We will keep the photograph or video for no more than five years. For more information on how we process personal data please visit:** [Add Brief Details and/or link to your organisations photo and/or GDPR Policy]