

Standard Florida State College at Jacksonville Photography/Video Release

CHECK APPROPRIATE BOX: For an adult For a minor under the age of 18

I, the undersigned, hereby consent to the use by Florida State College at Jacksonville (FSCJ), and those acting with permission and authority of FSCJ, of all photographs, videotape, or other images or recordings that FSCJ has taken of me or in which I may be included, for all purposes, in any and all media including the Internet, without limitation, including promotion, solicitation, advertising or trade.

I am fully aware that my likeness may appear in materials available to students, parents, faculty or staff of FSCJ, and individuals outside of the FSCJ community.

I hereby waive any right to inspect or approve the finished images or other content, including advertising copy or printed matter, in which they may be used.

I understand that any distribution of the images will be fully compliant with FSCJ policies, statements and values. I release FSCJ and those acting under their authority from any liability related to the alteration, intentional or otherwise, that may occur in connection with the processing, editing, transmission, display or publication of the images, and understand that images may be cropped or altered for purposes of illustration.

I understand that all images in which I participate, including film, photographic prints, digital files or video are the exclusive property of FSCJ and I grant to FSCJ the unrestricted right to copyright, publish and re-publish the images.

PRINTNAME(PHOTOSUBJECT)

DATE

PRINTNAMEOF PARENT/GUARDIAN (IF MINOR RELEASE)

AGE (IF MINOR) / FSCJ CLASS LEVEL

Parent/legal guardian warrants and represents that he/she has the full legal capacity to consent to the shoot and to execute this release.

SIGNATURE

TELEPHONE

EMAIL

PHOTOGRAPHER

TELEPHONE

EMAIL

DESCRIPTION OF SHOOT (LOCATION AND PURPOSE):
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General Guidelines for use of photos

- **Rights:** Full rights to photos taken by FSCJ's staff photographers belong to the College. Photographs may be used for any and all uses in print or online media. FSCJ staff who hire freelance photographers should ensure that full-usage rights to the images belong to Florida State College at Jacksonville as part of the terms of your request for purchase.

- **Photo releases:** Photos taken in public places, for purposes of news or general information, do not require photo releases. Photos used to *advertise* products or services of the College may not require releases when the focus of the photo is a location or event, not a person. *Examples:* a group of students at a Florida State College at Jacksonville extra-curricular activity; a group of alumni at a fundraising event; students walking on the exterior of one of the campuses or centers.

When an individual's face is featured in such a way as to be clearly recognizable, and appears to *endorse* FSCJ's programs, the best practice is to obtain a signed release, to be stored with records of payment for the ad or publication. *Example:* An individual who is highlighted on a special scholarship award brochure (implies the featured individual received a scholarship).

Any *advertising* use of images that include minor children under 18 years of age, or hospital patients, require a signed photo release, to be filed with records of placement and payment for the ad or publication. If a release and other identifying information is not available, include "photo illustration" in a caption or credit, to be clear that the individual is shown for illustrative purposes only.

Staff may obtain and store releases over and above these guidelines if they feel it is in their best interest.

- **FSCJ General Photo & Video release form:** (link to new PDF release form)

- **Commercial Stock:** FSCJ generated and owned photos are preferred, but stock images may be used when such use makes sense. Make sure to understand and obey all usage limitations under the terms of the stock purchase. Royalty-free stock is recommended. Rights-protected stock may not be shared or used in any way not specified in the purchase agreement.

- **FSCJ Stock:** FSCJ staff should make sure that FSCJ's stock images are used appropriately. Example: Don't imply that people in FSCJ photos belong to one college when they in fact are part of another. Check the photo content to ensure it is accurate and appropriate - do not misrepresent FSCJ students or personnel.

- **Photo requests from outside the College:** External media outlets, businesses and others may request permission to use FSCJ photos. FSCJ photography is the property of Florida State College at Jacksonville and should be credited with the College name, or College and College photographer name as shown:

Florida State College at Jacksonville Photo, or Photographer Name | Florida State College at Jacksonville

- **FSCJ information regarding copyright:** <http://www.fscj.edu/discover-fscj/gov-admin/policies-and-procedures/copyright/>