



Video/Photograph FAQs

In order for The City to be able to collect and use any video(s)/photograph(s), careful attention is paid to concerns of *copyright* and *consent*.

- **How are privacy and copyright concerns addressed and what allows The City's partners to collect video(s)/photograph(s) of their projects to share them with The City, both to use for internal/external City and organization reports, and to highlight on The City's webpages?**

Community partners may use the City Model Release Form (X0626) and the Copyright Release Form (X0629).

Remember when collecting forms, the signature and name must be matched to a person, and names must be legible.

- **About the City's Model Release Form (X0626)**

This form provides consent from those appearing in video(s)/photograph(s).

This form is completed by any individual (model) that appears and can be identified in any video(s)/photograph(s) and provides consent for parties to use/.

NOTE: this form provides permission to both The City and the organization (e.g.: community association) to use video(s)/photograph(s).

Community Associations must fill in the template with their organization's name before having models complete the form.

Photographers should use the video(s)/photograph(s) file numbers to complete the last column entitled 'Image(s)#'.

- **About the Copyright Release Form (X0629)**

This form provides permission from the photographer/videographer to The City to use the video(s)/photograph(s).

- **What forms and statement are required from partners?**

Partners may also have their own forms they want filled out and this may vary by partner, however, for The City to be able to use video(s)/photograph(s), both the X0626 and X0629 must be submitted with all video(s)/photograph(s).

FOIP Disclaimer Statement

Information is being collected pursuant to the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act, RSA 2000 and may be used for the administration of City of Calgary and **ORGANIZATION** programs including public relations events. If you have any questions regarding the collection use and disclosure of this information, please contact 311.