

***Guide to Image Release and Consent Forms
for Use in Arts Education at Brown
OGC December 2018***

1) Performer Image Use Consent & Release

OGC: 18/1085

Applies to each student or instructor performing in the Creative Work.

- This form is to be completed by each student and instructor whose image or voice is being recorded for a Creative Work being taught or performed at Brown University.
- The performer/instructor consents to the recording and grants to Brown the right to edit and use the recording for the purposes specified.
- The performer/instructor acknowledges Brown's ownership of the recording and releases Brown from liability for Brown's use of performer's image in accordance with the release.

NOTE: If a student/instructor performs but makes no other contributions, then they complete only this *Performer Image Use Consent & Release* form.

However, if a student/instructor contributes artistically to the Creative Work **and** performs in the Creative Work, then they must complete **both** the "*Performer Image Use Consent & Release*" **and** the "*Artistic Contributor - Release & Consent to Distribute*" below.

2) Artistic Contributor – Release & Consent to Distribute

OGC: 18/1086

Applies to each student and instructor making an artistic contribution to the Creative Work.

- This form is to be completed by each student and instructor who contributes artistic elements to the Creative Work in the form of musical or theatrical composition, songwriting, playwrighting, choreography, costuming, set design, lighting, etc.
- The artistic contributor grants to Brown the right to record all attributes of the artistic contribution and use the recording for the purposes specified.
- The artistic contributor acknowledges Brown's ownership of the recording and releases Brown from liability for Brown's use of the contributions in accordance with the release.

NOTE: If a student/instructor contributes artistically but does not perform in the work, then they completes only this *Artistic Contributor – Release & Consent to Distribute* form.

3) Permission to Use Images of Creative Work

OGC: 18/1087

Applies to each student and instructor requesting permission to use recordings of a Creative Work for the requestor's portfolio or for archival purposes.

- This form is to be completed by any instructor, performer, or artistic contributor to a Creative Work who wishes to use recordings of the Creative Work in his/her portfolio to reflect their performance, participation, or artistic contribution to the Creative Work.

The forms were created by Brown University's Office of General Counsel with the Office of University Communications in consultation with requesting Brown arts departments and the Brown Arts Initiative.