Photo Guidelines:

1. Obtain permission from the subjects for all photographs. Permission must be obtained in circumstances that ensure that the subjects are not coerced in any way and that they understand that their image might be disseminated as part of Utah Humanities reporting and marketing materials.

2. Do not submit photos of minors or vulnerable populations without express written permission from their legal guardians. If the subject does not speak English, you need to ask for permission in their first language, which may require a translator. Unless your event is targeted to youth audiences, it is best to stick to photos of adults.

What We Want
- Active engagement from the subjects/audience/participants.
- Colorful photos are more eye-catching.
- Clear depiction of what the organization or event is about.
- Candid moments (ideally without food or masks).
- High-resolution – don’t take photos that are “zoomed-in”.
Grant Event Photo/Video Release Form

Photographer Information:

Full Name (please print): _______________________________________________________

Email address: _________________________________________________________________

Photo Information:

Event Title: ________________________________________________________________

Location/Event Venue: _________________________________________________________

Date of Event: ______________

Grantee organization: _________________________________________________________

Grant Number (PG24.xx) : _______________

I, ________________________________, consent to the unrestricted use, by Utah Humanities (and those acting with its permission and authority), of any media submitted, in whole or in part, unlimited use, for all purposes in any form or medium, including, without limitation, its use through or on any electronic media, including the Internet.

I waive any right to inspect or approve the finished product or products or the advertising copy or printed matter that may be used with the finished media. Further, I relinquish all rights, titles, and interest I may have in the finished media, negative(s) and reproduction to any publication.

I hereby release Utah Humanities from any and all claims in connection with the media, including any and all claims of libel.

Please initial:

_____ I am over the age of 18. I have read the above and fully understand its contents.

Photographer Signature: ______________________________________________________
MINOR (CHILD) PHOTO RELEASE FORM

I, ______________________________, the parent or legal guardian of ______________________________ [Child] give Utah Humanities my permission to use the photographs taken at this event for any legal use, including but not limited to: publicity, copyright purposes, illustration, advertising, and web content.

I waive any right to inspect or approve the finished product or products or the advertising copy or printed matter that may be used with the finished media. I also relinquish all rights, titles, and interest I may have in the finished media, negative(s) and reproduction to any publication. Furthermore, I understand that no royalty, fee, or other compensation shall become payable to me by reason of such use.

I hereby release Utah Humanities from any and all claims in connection with the media, including any and all claims of libel.

Parent/Guardian’s Signature: ______________________________

Date:  ______________
Child’s Name: ______________________________
Parent/Guardian’s Name: ______________________________
Phone Number or Email Address: ______________________________

Photo Information:

Event Title: ______________________________
Location/Event Venue: ______________________________
Date of Event:  ______________
Photographer Name: ______________________________
ADULT PHOTO RELEASE FORM

I, ________________________________, give Utah Humanities my permission to use the photographs taken at this event for any legal use, including but not limited to: publicity, copyright purposes, illustration, advertising, and web content.

I waive any right to inspect or approve the finished product or products or the advertising copy or printed matter that may be used with the finished media. I also relinquish all rights, titles, and interest I may have in the finished media, negative(s) and reproduction to any publication. Furthermore, I understand that no royalty, fee, or other compensation shall become payable to me by reason of such use.

I hereby release Utah Humanities from any and all claims in connection with the media, including any and all claims of libel.

Signature: ________________________________

Date: ______________

Name: ________________________________

Phone Number or Email Address: ________________________________

Photo Information:

Event Title: ________________________________________________

Location/Event Venue: _________________________________________

Date of Event: ______________

Photographer Name: ________________________________