**Photograph consent form**

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| Thank you for taking part in our Creating Hope Through Action Photo Exhibition.We know that suicide and self-harm can be a difficult topic and may prompt difficult thoughts and feelings. If you feel you need support you can contact the Nottinghamshire Crisis Line 0808 196 3779 or Samaritans 116 123, which are available 24/7.This form is for you to give us consent to use your image, if we do not receive this form, we cannot use it. If you need support to complete this form, please contact us on the email address provided below. If anyone else is in your image, you must confirm that you have received their permission for us to use it. Your image might be used on different media, such as those listed in the boxes below. We need to know which media we have your permission to use your image on. Please note that all online images can be seen worldwide. See conditions of use overleaf. You can withdraw your permission at any point by emailing **Suicide.Prevention@nottscc.gov.uk** although this will only apply for future use, not media where the image has already been used. |
| **1** | **Please tick to clearly indicate which media you are giving consent for your image/recording to be used on.** |
| a) | Nottinghamshire County Council’s & Nottingham City Council’s digital channels – websites and social media sites (e.g. Facebook, Twitter, Instagram)  | Yes ☐ No ☐ |
| b) | News releases to be sent to a variety of media including local print and broadcast media | Yes ☐ No ☐ |
| c) | Printed publicity and promotional literature(e.g. leaflets, posters, magazines) | Yes ☐ No ☐ |
| d) | Digital channels of organisations delivering services on behalf of the Council (e.g. Inspire) | Yes ☐ No ☐ |
| **2** | **Permission to use your full name with your image. If no, unless instructed to use a different name provided with your image, you will be anonymised as ‘a resident in Nottingham/Nottinghamshire’.** | Yes ☐ No ☐ |
| **3** | **Permission to use details of the person featured in the image.** | Yes ☐ No ☐ |
| **4** | **Permission to be used on the Art Steps software platform for the purposes of a virtual exhibition.** | Yes ☐ No ☐ |
| **5** | **Permission to be printed and used in future at a physical exhibition.** | Yes ☐ No ☐ |

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| **Please tell us your details and provide some information about the image** |
| Name | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| Postcode: | Click or tap here to enter text. | Email: | Click or tap here to enter text. |
| **Image title / description** |
| **I confirm that I have read and understood the conditions of use on the back of this form.** **I confirm that I own this image.** **If anyone features in the image, I confirm that I have received their permission to submit their image. If anyone who features in the image is under the age of 16, I confirm that I have received permission from their parent/guardian to submit this image.****I confirm that I am over the age of 18 and currently live in Nottingham or Nottinghamshire.** |
| Signature: |  | Date: | Click or tap to enter a date. |

**Conditions of Use**

1. Images, audio recordings and video files are retained on a secure system for three years, along with a copy of your consent form. Your consent will automatically expire after this time and will not be used on any new material.
2. We will only use your files on the media that you have agreed to on the consent form.
3. We will not publish any of your contact details. If we use images of children, we will not use the full name of that child in the accompanying text or photo caption without consent. We may include a picture and full name of a competition prize winner, if we have consent. However, we will not include a picture and full name of a model used in promotional literature.
4. You have the right to withdraw your consent at any time, however, if you do withdraw your consent, this will only affect our decision to use your online images/recordings after the time we receive notice of your withdrawal.
5. If during the period of consent, you need to update your contact details, please contact **Suicide.Prevention@nottscc.gov.uk**
6. If you no longer want us to retain or use your image/recording contact the Complaints and Information team: tel **0115 9772788** email **accessto.information@nottscc.gov.uk**
7. If you wish to get in touch with the Council’s Data Protection Officer, please contact : The Data Protection Officer, Nottinghamshire County Council, County Hall, West Bridgford, Nottingham NG2 7QP, tel **0115 8043800** email **dpo@nottscc.gov.uk**

You can find out more about the use of social media by Nottinghamshire County Council, including an official list of websites, at **www.nottinghamshire.gov.uk/socialmedia**

Nottinghamshire County Council is committed to protecting your privacy and ensuring all personal information is kept confidential and safe. For more details see our general and service specific privacy notices at: [**www.nottinghamshire.gov.uk/privacy**](http://www.nottinghamshire.gov.uk/privacy)