

CITY OF SAN DIEGO, CALIFORNIA	NUMBER	DEPARTMENT
DEPARTMENT INSTRUCTION	DI – 25-5	Library
SUBJECT	Page 1 of 4	Effective Date
Miscellaneous		August 2005
Model Release Forms for Use of Photographs	SUPERSEDES	DATED
	DI 25-5 Pages 1 of 3	July 1998

All photographs to be included in any City of San Diego, San Diego Public Library publication including without limitation, Internet, newsletter, press release, or in any other media in existence now or that is developed in the future and produced by the library must be accompanied by one of the attached Model Release forms giving the library permission to print the photograph.

When taking photographs of large events, a sign (attached) should be posted informing the public that photos will be taken of the program and that their consent to be photographed is implied by their attendance at the event.

Attachments:

1. Model Release for use of photographs by San Diego Public Library
2. Minor Model Release for use of photographs by San Diego Public Library
3. Notice to patrons

Authorized:

(Original signed by Anna Tatár)

Library Director

Subject Index:

- Forms, Minor Model Release
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- Minor Model Release Form
- Model Release Form
- Notice to Patrons
- Photograph Release Form



THE CITY OF SAN DIEGO

**MODEL RELEASE FOR USE OF
PHOTOGRAPHS BY SAN DIEGO PUBLIC LIBRARY**

In consideration of my engagement as a model upon the terms hereinafter stated, I hereby grant to the City of San Diego, San Diego Public Library, its officers, employees, agents, legal representatives and assigns, the absolute and irrevocable right and permission to copyright and use, re-use, publish, and re-publish photographic portraits or pictures of me, or in which I am included, in whole or in part, or composite or distorted in character or form, without restriction as to changes or alterations from time to time, in conjunction with my own name or a fictitious name, or reproductions thereof in color or otherwise, made through any medium and in any and all media now or hereafter known. I also consent to the use of any printed matter in conjunction therewith.

I hereby waive any right that I may have to inspect or approve the finished product or products or printed matter that may be used in connection therewith or the use to which it may be applied.

I hereby release, discharge, and agree to hold harmless the City, its officers, employees, agents, legal representatives and assigns from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether intentional or otherwise, that may occur or be produced in the taking of said picture or in any subsequent processing thereof, as well as any publication thereof, including without limitation any claims for libel or invasion of privacy.

I hereby warrant that I am over the age of majority (18 years of age). I state further that I have read the above authorization, release, and agreement, prior to its execution, and that I am fully familiar with the contents thereof. This release shall be binding upon me and my heirs, legal representatives and assigns.

DATE

MODEL'S NAME

ADDRESS

SIGNATURE



THE CITY OF SAN DIEGO

**MINOR MODEL RELEASE FOR USE OF
PHOTOGRAPHS BY SAN DIEGO PUBLIC LIBRARY**

In consideration of my engagement as a model upon the terms hereinafter stated, I hereby grant to the City of San Diego, San Diego Public Library, its officers, employees, agents, legal representatives and assigns, the absolute and irrevocable right and permission to copyright and use, re-use, publish, and re-publish photographic portraits or pictures of me, or in which I am included, in whole or in part, or composite or distorted in character or form, without restriction as to changes or alterations from time to time, in conjunction with my own name or a fictitious name, or reproductions thereof in color or otherwise, made through any medium and in any and all media now or hereafter known. I also consent to the use of any printed matter in conjunction therewith.

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I hereby warrant that I am over the age of majority (18 years of age) and am the Parent of Legal Guardian of the minor and that I have the legal right to contract for the minor in the above regard. I state further that I have read the above authorization, release, and agreement, prior to its execution, and that I am fully familiar with the contents thereof. This release shall be binding upon me and my heirs, legal representatives and assigns.

DATE

PARENT/GUARDIAN'S NAME

MINOR'S NAME

ADDRESS

MINOR'S ADDRESS

SIGNATURE