



Record No.

Permission Form for Photographs

Location/Photo Number _____

Date _____

Name of Person in Photo _____

Address _____

Council Service _____

Responsible Officer _____

Photographer _____

File Reference _____

I (*insert your name*) _____ agree to my pictures being taken and:

used in Council publications and on the Council website

Please tick the boxes next to the uses you agree to

used in Council exhibition material

kept indefinitely and used by the Museum, Library or Archives as part of their collections

You should be aware that the Council website is viewed by a world-wide audience and the Council cannot prevent pictures being copied and used by others.

Two years after the pictures were taken, they will be removed from the Council's publicity collection and either destroyed or offered to the Museum/Council Archives, if you have agreed to that. The pictures may continue to appear in any current publications at the time.

I understand that I can withdraw this permission at any time by writing to the Council Service as above.

Signed (*for myself*) _____

(*as the parent or guardian of the subject if under 12*) _____

Data Protection

The information provided by you and the pictures will only be used as described above and for the administration of the Council's photograph collections.

Through the terms of the Data Protection Act 1998 and on payment of a fee of £10, you are entitled to know what personal information Perth & Kinross Council hold about you. Application should be made to the Head of Democratic Services, Chief Executive's Service, Perth & Kinross Council, 2 High Street, PERTH PH1 5PH.

For Design/Office Use

Date Photo Placed _____ Expiry Date _____ Date Removed _____

Council Officer _____ Photograph Held By _____ Date _____