

Agreement for Location Release

I, the undersigned, hereby authorise the University of Otago (hereinafter referred to as “the Producer”) to use the location detailed below for the purpose of video and photo production on the specified date(s).

Terms and Conditions:

1. Permission to Use Location

I authorise the Producer to access and use the location for video and photo production on the agreed date(s). The Producer may use all footage and photos captured for promotional, educational, and other university-related purposes.

2. Copyright Ownership

I acknowledge and agree that the Producer will be the exclusive owner of all footage, photos, or other recordings captured at the location, including all copyright and other intellectual property rights therein.

3. Minimal Disruption

The Producer agrees to conduct activities in a manner that minimises disruption to the location. Any reasonable instructions from the Location Owner/Representative must be advised prior to signing this agreement.

4. Restoration of Location

The Producer will return the location to its original condition following the completion of production, with the exception of normal wear and tear.

5. Indemnity

The Producer agrees to indemnify me against any claims, losses, or damages directly arising from the production, except in cases where such losses or damages are caused by my negligence or wilful misconduct.

6. Use of Media

I understand that the Producer may edit, alter, and distribute the footage and photos without requiring additional permission, and I will not receive any further compensation beyond what has been agreed.

7. No Additional Compensation

I acknowledge that no further payment or consideration is required for the use of the location beyond any previously arranged terms.

8. Termination

Either party may terminate this agreement prior to the scheduled production date by providing written notice to the other party. The Location Owner must provide prior written notice within a reasonable period, such as two weeks, to allow for necessary adjustments by the Producer.

Location Owner / Legal Representative

Location Address

Owner / Legal Representative Name

Email

Mobile

Signature

Date

 Day / Month / Year

Authorised Signatory for the University of Otago

Project Title

Name

Position

Email

Mobile

Signature

Date

 Day / Month / Year