# University of Bristol external speaker recording release request form

**University of Bristol’s** [**recording educational activities policy**](http://www.bristol.ac.uk/media-library/sites/academic-quality/documents/policy/Recording%20Educational%20Activities%20Policy%202021%20FINAL%20for%20publishing.pdf)**.**

This document is provided to you as a speaker in a course, seminar, lecture or other presentation at the University of Bristol. We would like to record the audio and projected content of your presentation. We would also like to record your presentation if this is possible. To that end we want to make certain that both you and the University of Bristol have the necessary rights and protections to continue to benefit from your presentation. At the end of the process a copyright release in the form attached will be generated, covering the captured presentation (‘the Recording’) and use of all accompanying materials (the ‘Materials’) such as PowerPoint presentations, handouts, graphs etc. If you are uncertain of the copyright status of any materials you intend to use, please provide a list of these materials so that together we may discuss the situation.

**The University of Bristol will hold the copyright in the Recording**. This will enable us at the University of Bristol to have the option to continue to use the Recording and the Materials for a programme of study.

In return for assigning the copyright in the Recording to the University and consenting to the use of your Performer’s Rights, **we will grant you a non-exclusive licence to use the Recording and the Materials in any way you like and for any purpose**. Please understand that there is nothing in this Speaker Release requiring you to give your ideas to the University of Bristol. If you plan to give the same talk somewhere else or to publish a paper based on it, there is nothing in this release that would prevent you from doing so. And, unless otherwise stated, we will be happy to provide a copy of the Recording to you. Moreover, if evidence comes to light that the Recording has been used by others without our permission and in breach of copyright (eg for commercial exploitation), the University of Bristol as copyright owner will be in a position to take up the matter at its sole discretion.

## Please complete the following, return the document to your school or academic contact and keep a copy for your records.

**Title of event(s):** Click or tap here to enter text.

**Date(s) of event:** Click or tap here to enter text.

### The recording

As the sole owner of the performer’s rights I give permission to the University of Bristol to capture my presentation identified above.

I understand that the uses of the Recording by the University of Bristol are limited to educational use. The recordings will be available through the digital learning environment and users are required to authenticate to gain permission to view

I grant licence for the University of Bristol to use, reproduce, and modify the format and display of my presentation (but not to modify the substance of its content). I waive all moral rights in the presentation which might otherwise constrain this licence.

I assign all my rights, title and interest in and to the Recording to the University of Bristol.

I understand that the University of Bristol grants me the nonexclusive right to exploit the Recording in any manner. I understand that I have the right to request a copy of the recording.

The agreement set out in this Release is governed by English law and is legally binding.

I confirm that I have authority/gained permission to enter into this agreement.

### The Accompanying Materials

I acknowledge that it is my responsibility to obtain any necessary third-party copyright permissions for the Materials used in my presentation and that it is my responsibility to ensure that use of them in this context is not in breach of data protection legislation or of any confidentiality obligations.

**I have listed below all third-party items included within my Materials and confirm that I have explicit permission from the copyright owner(s) for their use:**

Click or tap here to enter text.

I accept that Recordings and Materials included on the University of Bristol Websites are subject to its terms and conditions of use and to its privacy policy ([http://www.Bristol.ac.uk/about/legal-statements](http://www.york.ac.uk/about/legal-statements/)/) and agree to abide by them.

**Your name:** Click or tap here to enter text.

**Your address:**

Click or tap here to enter text.

**Your email address:** Click or tap here to enter text.

**Date form completed:** Click or tap here to enter text.

**Your signature** (double click below. On tablets/phones, replace image with a picture of your signature

