

# PHOTO & RECORDING RELEASE FORM

Please complete this form in blue or black pen only

I .....(Student Name)

(Date of birth) ...../...../.....

grant permission to Adelaide Training and Employment Centre Inc. (ATEC) to use, retain, reproduce and communicate any photographs and recordings taken of me for the purposes of marketing and other promotional activities, including but not limited to recruitment, promoting course offerings, social media, for educational and staff development purposes and other programs.

I understand that by giving consent, ATEC can use the images and recordings to promote ATEC activities. ATEC may reproduce the images and recordings in any form, in whole or in part, and distribute the works by any medium including social media and on the ATEC website.

I understand that ATEC:

1. Will not pay me for giving this consent or for the use of my image and recording;
2. May keep the images and recordings on record until I revoke my consent;
3. Will return or destroy images and recordings if I withdraw this consent, with the exception of those already published;
4. May use the images and recordings in the future, for the purposes specified; and
5. Will not infringe the rights of any third party by exercising its rights given in this consent.
6. I am able to request a copy of ATEC's Privacy Policy (or access it from the ATEC website [www.atec.asn.au](http://www.atec.asn.au))

I understand that I can withdraw or modify my consent at any time in writing to:

Adelaide Training and Employment Centre Inc.

PO Box 754

Port Adelaide SA 5015

Phone: 1300 112 832

Email: [marketing@atec.asn.au](mailto:marketing@atec.asn.au)

## PRIVACY NOTICE

ATEC is collecting the information contained in this form to verify your consent for use of your image or recording for the purposes contained in the consent form. Your consent to the use of your personal information is required in accordance with the Australian Privacy Principles with relation to the collection, use, storage, security, and disclosure of personal information. Refer to the ATEC Privacy Policy on our website: <http://www.atec.asn.au/pre-enrolment-information.html>

Only authorised ATEC employees have access to personal information. From time to time ATEC may provide some or all of this material to other stakeholders (such as government departments, or contract brokers) or to recognized media outlets for their use to promote ATEC programs, services and initiatives as outlined above. Your personal information contained in this form will not be disclosed to any other third party without your consent, unless authorised or required by law.

If you have any queries about any privacy issues that relate to this consent form, please contact ATEC marketing on 1300 112 832 or email [marketing@atec.asn.au](mailto:marketing@atec.asn.au).

***If you are under 18 years of age, this form MUST be signed by your Parent or Guardian***

Student Signature: ..... Date: .....

***Parent/Guardian details (this section is to be completed by a parent or guardian only if the student is under 18):***

Name of Guardian (please print)

.....

Address: .....

.....

Telephone: ..... Email: .....

Parent/Guardian Signature: ..... Date: .....

***ATEC Witness (Person collecting the completed form from the student.)***

Signature: ..... Date: .....

Name (please print) .....