

Berne Public Library

Photography and Video Policy

The Berne Public Library, both inside the building and on the property, falls under the category of a public space. Any library event, public meeting, or free event within the library building is deemed a public event and therefore open to photography and video recordings.

Photos and videos taken by library staff

Berne Public Library staff may take photographs and videos of people attending library programs and using library services. These images and or videos may be used on the library website, library social media, or any in other communication to the public without the prior consent of the subject. All images taken by library staff are used solely for the purpose of promoting library programs and services and none of the images will be used to generate a profit or for commercial purposes. No names or other identifying information will be used in these photographs and/or videos. A library staff member must be notified if an individual does not wish to be photographed or recorded. If the subject is under 18, notification must be given by a parent or legal guardian. Notification may be given at any time; however the library will not be at fault for any photographs or recordings published prior to notification.

Photos and videos taken by others on library grounds.

Persons wishing to take photographs and videos within the Berne Public Library or on library property may do so, as long as it does not disturb, disrupt, or negatively impact patrons' use of library services and facilities.

All photographers must heed the verbal or written desire of patrons who wish to not be photographed or recorded. At any time, library staff has the authority to ask anyone taking photos or video to stop. Photos or videos that require additional set up, or set up that will be disruptive to patrons require prior approval from the Library Director. Any photos and videos attributed to the library cannot be used to further a political or religious agenda, or for commercial purposes.

Concerns or inquiries regarding this policy will be directed to the Library Director.

Adopted 6/19/2018

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Parental/Guardian Release Form for Media Recording

I, the undersigned, do hereby grant or deny permission to the Berne Public Library to use the image of my child, _____, as marked by my selection(s) below. Such use includes the display, distribution, publication, transmission, or otherwise use of photographs, images, and/or videos taken of my child for use in materials that include, but may not be limited to, printed materials such as brochures and newsletters, videos, and digital images such as those in the local newspapers or Berne Public Library website.

Deny permission to use my child's image at all.

Unrestricted use:
--I give unrestricted permission for my child's image and name to be used in print. I agree that these images may be used by the Berne Public Library for a variety of purposes and that these images may be used without further notifying me.

-- I also give unrestricted permission for my child's image to be used on the Berne Public Library's website, screensavers, and videos. I also understand that the child's *name* will not be used in any images on the Berne Public Library website, screensavers, and videos.

Disclaimer: I understand that the Berne Public Library is in no way responsible for images taken in the library or during off-site library programs by members of the public or media.

Print name of parent/guardian: _____

Signature of parent/guardian: _____

Relation to child: _____ Date: _____