

Visiting Speaker(s) Media Permission Form

Name of Presenter: _____

Agency Representing Presenter: _____
(if applicable)

Title of Presentation: _____

Date of Presentation: _____ Start Time: _____ End Time: _____

Macalester College would like to produce a limited broadcast, keep an electronic record of your presentation and invite electronic and other media to the event. Macalester College recognizes your rights to the material and this agreement constitutes a license to the extent identified. The undersigned hereby specifically authorizes and grants Macalester College permission, license and the right to the following:

<u>WEB-AUDIO Broadcast / Archive / Distribution</u>	<u>YES</u>	<u>NO</u>
1. Broadcast the audio component of your presentation to the Macalester community?	_____	_____
2. Archive the audio on the Macalester website?	_____	_____
3. Distribute, without monetary gain, electronic copies to individual students, faculty, staff, or alumni who request?	_____	_____
4. Distribute, without monetary gain, electronic copies to individuals off campus who request them?	_____	_____
<u>VIDEO Broadcast / Archive / Distribution</u>	<u>YES</u>	<u>NO</u>
1. Videotape the presentation and archive a copy in the Macalester library?	_____	_____
2. Videotape the presentation and archive a copy on the Macalester website?	_____	_____
3. Distribute, without monetary gain, electronic copies to individual students, faculty, staff, or alumni who request?	_____	_____
4. Distribute, without monetary gain, electronic copies to individuals off campus who request them?	_____	_____
5. Allow Macalester to place speech on social media channels.	_____	_____
<u>External Media Coverage</u>	<u>YES</u>	<u>NO</u>
1. Allow Macalester College to invite members of the print, broadcast, and Internet media to attend.	_____	_____
2. Allow media to cover and video/audio record and photograph the presentation.	_____	_____
<i>If you would prefer to discuss external media coverage in person please contact Macalester Media Relations Manager Barbara Laskin at 651-696-6451.</i>		

Macalester College recognizes that it is only given specific authority as detailed above. The undersigned indemnifies Macalester College against any claim, or damage by reason of any libelous material. The undersigned further agrees to indemnify Macalester College against any violation or infringement of any proprietary rights that creates a claim of any kind against Macalester College.

Name: _____ Title: _____

Signature: _____ Date: _____

Return to: Macalester Communications & Public Relations, email: communications@macalester.edu, fax: 651-696-6192