LOCATION PERMISSION FORM

FILM/VIDEO SHOOTS IN THE HARVARD-WESTLAKE SCHOOL LIBRARY

Students must complete this form and obtain appropriate signatures prior to shooting.

Class:                              Date of shoot:
Period:                             Teacher:

Names of students involved:

1.                                  4.
2.                                  5.
3.                                  6.

Permission to film in the Library is based upon the following:

- Students studying or classes are not to be disturbed.
- Collection access is not to be impeded by media equipment, e.g. lighting, props, etc.
- The Library adheres to normal School policies: no cell phones, food in the Library, etc.
- Noise level must be kept minimal.
- Props must be pre-approved by the Library staff.

Required signatures:

__________________________       __________________________
Student / date               Librarian / date

Project Manager
LOCATION PERMISSION FORM

FILM/VIDEO SHOOTS IN THE HARVARD-WESTLAKE SCHOOL LIBRARY

Students must complete this form and obtain appropriate signatures prior to shooting.

Class: Video Art II  Date of shoot: 12/18/12
Period: 7  Teacher: Mr. O'Malley

Names of students involved:

2. Cosima Elwers  5.

Permission to film in the Library is based upon the following:

- Students studying or classes are not to be disturbed.
- Collection access is not to be impeded by media equipment, e.g. lighting, props, etc.
- The Library adheres to normal School policies: no cell phones, food in the Library, etc.
- Noise level must be kept minimal.
- Props must be pre-approved by the Library staff.

Required signatures:

Student / date 12/13/13
Project Manager

Librarian / date

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