

## Floor One artist photographic consent form

I give permission for photographs and/or video footage of Floor One Gallery Exhibition to be taken for promotional purposes. These may be used for printed publications, on our official website and social networking sites.

Please note any images you do NOT want photographed.

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**NAME**.....

**Signature**.....

**Date**.....

## Privacy notice

This privacy notice relates to Rugby Art Gallery & Museum use of photographs.

- RAGM will be clear about the context of how the photos are being used and will only use those images in accordance with consent given
- For children between 12 and 16 years of age, who have a sufficient understanding of the consent process and its implications for them, the child should be involved in completing the form and their consent should be sought. The child may also sign the form along with their legal guardian.
- Images will be held in accordance with the Data Protection Act.
- Images will be the copyright of RAGM
- Individuals have the right to request photos be removed from websites, social media or future versions of printed materials.
- Photographs over 2 years of individuals will not be used for marketing purposes.

The data controller for Rugby Art Gallery and Museum is:

Rugby Borough Council  
Town Hall  
Evreux Way  
Rugby CV21 2RR  
United Kingdom

We will store the data in a system provided by a data processor and restrict access according to our data security policies.

## Complaints

If you are unhappy about how we are handling your data please let us know.

Rugby Art Gallery and Museum  
Little Elborow St  
Rugby  
CV21 3BZ  
Telephone: (01788) 533201  
Email: [ragm@rugby.gov.uk](mailto:ragm@rugby.gov.uk)

Or you can complain to the Data Protection Officer. You can also complain to the Information Commissioner's Office.

The details for each of these contacts are:

The Data Protection Officer  
Rugby Borough Council  
Town hall  
Evreux Way  
Rugby CV21 2RR

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow SK9 5AF  
[casework@ico.org.uk](mailto:casework@ico.org.uk) or 01625 545745