

PHOTOGRAPHY REQUEST

Name:

Company:

Address:

Email: Tel:

Purpose for which you wish to take photographs (*name of publication, if applicable*):

Exact time and date you wish to take photographs:

Nature of photography (*ie: which locations, buildings, people, etc*):

Date of proposed publication:

The College will grant permission for photographs to be taken within the College grounds on the following conditions:

1. That the usual acknowledgement, '**By kind permission of the Provost and Scholars of King's College, Cambridge**', is made.
2. That an undertaking is given not to reproduce the photographs, or permit them to be reproduced, for any purpose whatsoever, except that for which permission is granted.
3. That a copy of any photograph taken is made available to the College for its own use.
4. That any charge levied by the College for photography is paid on request.

Further Conditions:

- Photography in Front Court is not permitted
- Not permitted to walk on College Lawns
- Any photography must not cause significant interference or disruption in the life of the College
- Please adhere to the wishes and instructions of the College Porters and Custodians at all times
- Photography of College members/staff is not permitted without their prior consent
- Do not block pathways or the bridge

Fee to be Charged: Yes No

If applicable a facilities fee will be charged at £70

If you are willing to accept these conditions, will you please complete this application form and return it to: PA to First Bursar, King's College, Cambridge CB2 1ST at bursary-pa@kings.cam.ac.uk

If permission is granted, I agree to abide by the above conditions.

Signed: Date:

Position :

Permission granted:

Signed: Date:

Fellow on behalf of King's College

Photography should not take place within the College grounds until you receive a copy of this Request Form signed by, or on behalf of, a Fellow of the College. Please carry signed copy of this form with you at all times while filming in College.