 

**The Billion Readers Initiative @ PlanetRead**

**Consent Form – Photo & Video shooting**

**How to use this document.**

1. Select from either of the consent forms below, depending on whether your participant is below or above 18 years of age. If the participant is above 18 years of age, please use Consent Form 1, if the participant is below 18 years of age, please use Consent Form 2.
2. The project manager needs to enter the relevant details mentioned in the highlighted sections below. Please remove all yellow highlights, internal notes and comments before printing the consent form.
3. Translations of consent forms to be taken by the project manager on a case-by-case basis in the language of the participant.
4. The project manager must ensure that the participants fully understand the contents of the consent form before signing it.
5. In case the participant is not able to provide written consent for any reason, please send an email detailing the issue to tanvi@planetread.org or parthibhan@planetread.org.
6. **Consent Form 1 : Where participant is 18 years old and above**

**The PlanetRead team would be grateful if you can fill in this form to give us your consent to participate in our project and to take photos or videos of you for use in our offline or online materials, reports and publications. If you have any questions regarding this form, please ask the PlanetRead representative.**

I confirm that I am at least 18 years of age. I am participating in the [*insert name of project and purpose]* conducted by PlanetRead and have been informed of its purpose by PlanetRead’s representatives. I consent to PlanetRead’s representatives taking photographs, audio/video recordings, and interviews of me for this purpose. I grant PlanetRead full rights to use the photographs, audio/video recordings, interviews and any reproductions or adaptations of these for its purposes including use on our websites, newsletters, social media, in promotional material, press releases, funding applications, proposals, reports, presentations, whether in print or online. [***Note to Project Manager collecting the consent:*** *If there is another specific purpose your project relates to that is not mentioned here, please add this in the above highlighted sentence*]

| Name/Age/Gender |  |
| --- | --- |
| Thumb Impression/Signature |  |
| Place and Date: |  |
| Name of PlanetRead Representative | [*name to be printed beforehand by project manager]* |

1. **Consent Form 2 : Where participant is below 18 years old**

**The PlanetRead team would be grateful if you can fill in this form to give us consent on behalf of your ward to participate in our project and to take photos or videos of them for use in our offline or online materials, reports and publications. If you have any questions regarding this form, please ask the PlanetRead representative.**

I confirm that I am at least 18 years of age and am the participant’s parent/legal guardian. I consent to my ward’s participation in the [*insert name of project and purpose]* conducted by PlanetRead and have been informed of its purpose by PlanetRead’s representatives. I consent to PlanetRead’s representatives taking photographs, audio/video recordings, and interviews of my ward for this purpose. I grant PlanetRead full rights to use the photographs, audio/video recordings, interviews and any reproductions or adaptations of these for its purposes including use on our websites, newsletters, social media, in promotional material, press releases, funding applications, proposals, reports, presentations, whether in print or online. [***Note to Project Manager collecting the consent:*** *If there is another specific purpose your project relates to that is not mentioned here, please add this in the above highlighted sentence*]

| Name/Age/Gender of Ward |  |
| --- | --- |
| Name/Age/Gender of Parent/Legal Guardian |  |
| Thumb Impression/Signature of Parent/Legal Guardian |  |
| Place and Date: |  |
| Name of PlanetRead Representative | [*name to be printed beforehand by project manager]* |