



OnTV Release Form

Dear Parent/Caregiver,

We are planning a visit to Capital E’s OnTV Studio in Wellington.

The session involves students actively participating in the production of a television news broadcast. The show will be available to download via the Digital Downloads section of the Capital E website and may be uploaded to the Capital E YouTube channel.

This letter is a general appearance release form for your child. The following rights are given on the understanding that the recordings will be used for the publication of students’ learning outcomes and for marketing purposes.

- 1 Production: Capital E OnTV Studio Broadcast
- 2 Location of Recording: Capital E, 4 Queens Wharf, Wellington
- 3 Recording Rights: I give Capital E and its clients, and employees, agents and successors the following rights in relation to my child:

Child’s Name:.....

- I. The right to record your child for the purposes of a Capital E OnTV Programme to be available on demand on the internet; and
 - II. The right to make sound and voice recordings of your child for the purposes of a Capital E OnTV Programme to be available on demand on the internet.
- 4 Using material in the future: Under the guidelines of the Experience Wellington Privacy Policy, I also grant Capital E continuing rights to use now, and in the future:
- I. Reproductions and representations of my child’s physical likeness; and
 - II. Sound and voice recordings of my child; in any way they require in order to improve the learning outcomes for children. These reproductions or representations may appear as still camera photography and/or video images and/or digital images. Examples of required uses include (but are not limited to) transmission in any manner, digital release, publication on the internet, or sales and promotional material, both in New Zealand an overseas.

To grant Capital E the above rights, please complete the tear off form below and return it to school:

Capital E OnTV Permission and General Release	
Your name and your child’s name:	
Address:	
Phone:	
Signed and dated:	