



Office of University Relations

Instructions for Photo Release Form – Minors (Age 17 and under)

1. You have two (2) choices to complete this form:
 - you can manually fill it out
 - you may complete all but the signatures online using Adobe Reader v5.0 or higher or Adobe Acrobat
2. If you choose to complete this form on your computer, please save the instructions and application file to your computer (the instructions and application are in the same file.)
3. Print out these instructions for reference, if needed.
4. You will need to use Adobe Reader® or Adobe Acrobat®, version 6.0 or greater. [Click here](#) to download the free Adobe Reader® or enter

http://www.adobe.com/products/acrobat/readstep2_allversions.html

into your Web browser.
5. If you complete this form by hand, please write legibly.
6. Please complete the form(s) one week prior to photography.
7. Please give your completed form(s) to the ULM employee who is assisting with your event.



Office of University Relations

Photo Release Form – Minors

(Age 17 and under)

ULM policy requires all minors (age 17 and under) must complete this form to be photographed in connection with ULM activities.

Please complete this form prior to photography

I grant permission to the University of Louisiana at Monroe to record my child's image—through video, audio, 35 mm or digital photography—in connection with ULM activities. I understand that all sound, still or moving images will not be used for commercial gain, but to support the mission of the university.

These recordings will be used in educational and promotional videos, presentations, CD-ROMs, newsletters, Web sites, etc. I agree that any additional reproductions may be published and distributed to the general public. I also agree that local media—TV, print and audio—may record my child's image in connection with ULM activities.

I understand and agree to the above statements.

Student's Printed Name: _____

Parent/Guardian's Signature: _____

School Name: _____

Teacher's Name: _____

Date: _____ **Activity:** _____

Office use only:

TO ULM EMPLOYEE: Please forward all completed forms via intercampus mail to:

Claudia Evans
Office of University Relations, ADV 113

For more information or if you have any questions about this document, please contact the Office of University Relations at (318) 342-5440.