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**Media Release Form**

Please complete and sign this media release form. Please ensure you name all media you’re sharing to ensure correct identification and send your completed media release form with your media files, as detailed below.

Send to [info@ssdalliance.com](mailto:info@ssdalliance.com)

I hereby consent to the use, reproduction, editing, publication and/or broadcasting by the SSDA (South of Scotland Destination Alliance), its associated channels and brands and their successors and assigns and to such other persons as the organisation may designate from time to time of any and all media files (photography, videography and audio recordings) supplied on behalf of [**business name**].

I hereby also consent to the files being added to a media library, which will be accessible and available to businesses and trade organisations as designated by the SSDA, its successors and assigns, for any activities relating to the promotion of the destination and its products.

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Company / Business |  |
| Address |  |
| Contact Phone |  |
| Contact Email |  |
|  |  |
| **Media Files** |  |
| 1) Title |  |
| Description |  |
| Type. i.e Photograph / Video / Drone etc |  |
| Happy for items to be edited where required to fit spec. |  |
| Credit / No credit needed |  |
| Expiration date / No expiration date |  |
| Media can be used for (please tick) | 🞎 Marketing purposes  🞎 Trade promotion (features on trade partner websites, leaflets etc)  🞎 Media library (business access)  🞎 all of the above |
|  |  |
| 2) Title |  |
| Description |  |
| Type. i.e Photograph / Video / Drone etc |  |
| Happy for items to be edited where required to fit spec. |  |
| Credit / No credit needed |  |
| Expiration date / No expiration date |  |
| Media can be used for  (please tick) | 🞎 Marketing purposes  🞎 Trade promotion (features on trade partner websites, leaflets etc)  🞎 Media library (business access)  🞎 all of the above |
|  |  |
| 3) Title |  |
| Description |  |
| Credit / No credit needed |  |
| Type. i.e Photograph / Video / Drone etc |  |
| Happy for items to be edited where required to fit spec. |  |
| Expiration date / No expiration date |  |
| Media can be used for  (please tick) | 🞎 Marketing purposes  🞎 Trade promotion (features on trade partner websites, leaflets etc)  🞎 Media library (business access)  🞎 all of the above |

*\*add more lines if required*

*(Please note that ideally there is no expire date on the content you provide so we can use this to promote your business and the destination for years to come.)*

By signing this form I acknowledge that I have read and understood the above release and agree to it.

…………………………………………………….. Date: ………………………………

SIGNATURE