

**APPLICATION FOR AUTHORIZATION OF PHOTOS, AUDIO AND VIDEO RECORDINGS**

**Approval request for:**

- photo shooting
- photographs

**Bauhaus-Universität Weimar**  
 Universitätskommunikation  
 Amalienstraße 13  
 D-99423 Weimar  
 Tel.: +49 (0) 36 43/58 11 71  
 Fax.: +49 (0) 36 43/58 11 72

**Licensee Details**

Name of the Licensee \_\_\_\_\_

Company or Institution (if applicable) \_\_\_\_\_

Street \_\_\_\_\_

Postcode/Town \_\_\_\_\_

Fax Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Contact person on set \_\_\_\_\_

Contact on set Mobile No \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Client Details**

Client Name \_\_\_\_\_

Company or Institution (if applicable) \_\_\_\_\_

Street \_\_\_\_\_

Postcode/Town \_\_\_\_\_

Telephone, Fax \_\_\_\_\_ E-mail Address \_\_\_\_\_

**Purpose | Type of publication**

Production Title/Publication \_\_\_\_\_

Publisher/Editor \_\_\_\_\_

Shipment Format/Type of Publication \_\_\_\_\_

Broadcast Date/Release Date/Airtime (if applicable) \_\_\_\_\_

**Equipment**

Camera Numbers(s) \_\_\_\_\_  Camera rails  Light  Rail Lift/Crane

Other \_\_\_\_\_

**Transfer Object (s) and Timeframe**

Object	date	from	to

## Terms of Use

- Filming and photo-approval licenses are granted only after consultation and approval of the affected faculties or the directors of the respective institutions.
- The photographic and cinematographic recordings is for one-time publication and may only be published for the stated purpose.
- Further publications require a separate approval.
- Filming and photo-approval permits are issued based on o. G. appointments and only on presentation of a concept.
- Bauhaus-Universität Weimar reserves the right to charge for the use of its premises.
- The transfer of images or reprint rights to third parties requires a separate contract with the Bauhaus-Universität Weimar.
- The licensee is responsible for restoring all premises to their original condition prior to filming/photographing/recording. Change requests and conversions are subject to approval.
- The licensee is liable for personal injury and damage to property resulting from the filming/ photographing / recording, including preparation and handling, by the licensee him- or herself, his or her staff or any other agents.
- The licensee must indemnify the landlord for all third-party claims (persons and companies commissioned by the licensee, or possible clients of the licensee).
- The licensee guarantees that the activities that take place within the framework of the above mentioned work do not infringe on third party rights (especially copyrights and personal rights).
- Additional agreements must be in writing.
- The Bauhaus-Universität Weimar must be specified as the patron.
- The Bauhaus-Universität Weimar receives two complete copies of the publication/film free of charge and unsolicited.
- Please note that some of the artworks in our buildings may not be reproduced without permission and must be registered at VG Bildkunst.

**We ask that you not disturb the course of studies at the University during your work and to refrain from taking photos or filming during your visit to workspaces and studios. If such recordings are part of your concept, feel free to contact us for exact dates and arrangements.**

## Notes on data protection

1. The data provided by you in this form will be processed by the Bauhaus-Universität Weimar alone for the stated purpose and will not be passed on to third parties. In accordance with Article 6, paragraph 1, lit. e, DSGVO, the processing of your data is necessary for a task that is carried out in the public interest. In this case, when filming and/or photography is taking place, the following rules apply:
  - Ensuring smooth teaching
  - Ensuring accident safety
  - Compliance with safety regulations
  - Ensuring building accessibility
  - Duty to inform Bauhaus-Universität Weimar students and employees about privacy rights and the right to one's own image
  - Tasks of the press and public relations department of the Bauhaus-Universität Weimar
  - Ensuring media and reporting access to the Unesco World Heritage »Bauhaus« title and sites
2. Responsible person for basic data protection regulations and other national data protection laws of the member states as well as other data protection regulations is:  
Yvonne Puschatzki, M.A.  
Head of University Communication/Assistant to the President of Communications and Marketing  
Amalienstraße 13  
99423 Weimar  
Germany  
Telephone: +49 (0) 36 43/58 11 70  
E-Mail: presse@uni-weimar.de
3. The Data Protection Officer is:  
Dipl.-Ing. Jens-Uwe Wagner  
Coudraystraße 13b, room 003  
99423 Weimar  
Germany  
Telephone: +49 (0) 36 43/58 42 33  
E-Mail: datenschutz@uni-weimar.de
4. The data recorded in this form will be erased after completion of filming.
5. You have the right to disclosure, the right of rectification, the right to limit processing, the right to cancellation, the right to information, and the right to object to the processing of your data.  
You have the right to appeal to a supervisory authority without discrimination for administrative or judicial redress.

The detailed regulations within the meaning of the GDPR can be found in the privacy policy on our website at [www.uni-weimar.de/datenschutz](http://www.uni-weimar.de/datenschutz).

**I have read the terms of use and acknowledge them as binding.**

Place, date

signature

**The approval is granted:**

Place, date

signature

job title