

MODEL RELEASE GUIDELINES



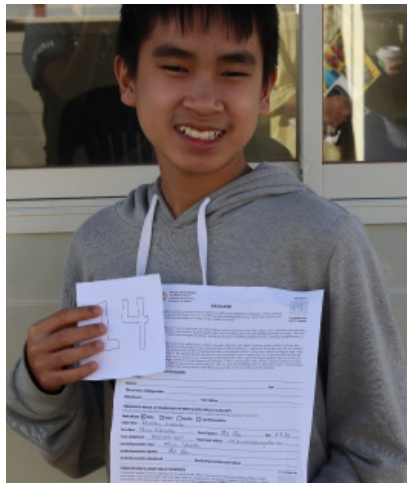
All subjects in Rotary photos must sign a model release. If Rotary does not receive your signed model release, we cannot use your photo.

Instructions:

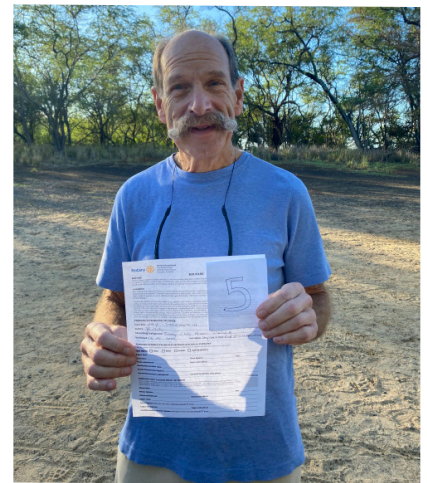
1. Each adult subject must fill out and sign the model release before they are photographed or filmed. No one else may sign a release for an adult subject except for themselves. All subjects under the age of 18 or who lack legal capacity must have the release signed by their **parent or legal guardian**.
2. A photo must be taken of the subject holding their signed model release. This is done to ensure a clear one-to-one match of the person's name with their model release. See examples below.
3. If photo AND video is being captured, subjects appearing in both shoots only need to complete one model release.



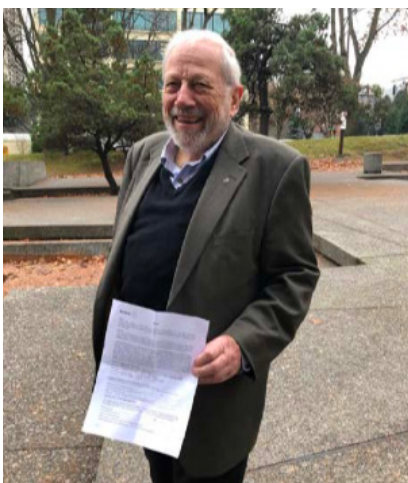
CORRECT
Name and model release are clear



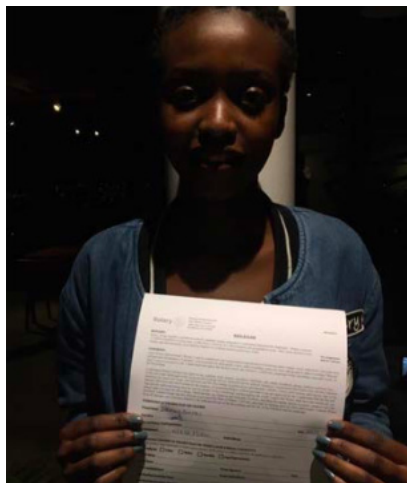
CORRECT
Parent/legal guardian signature for children under age 18 is required. The parent/legal guardian should NOT appear in this photo with their child.



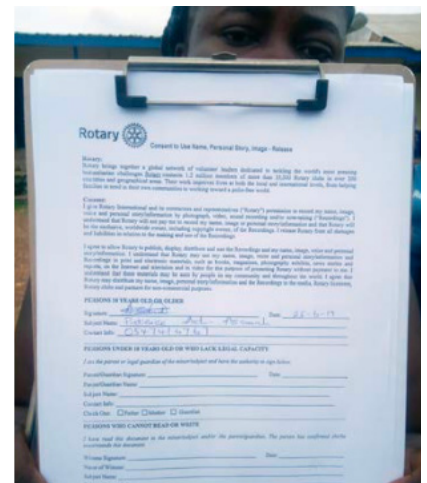
CORRECT
Model release is numbered, so one-to-one match will be clear



INCORRECT
Model release is too small to read



INCORRECT
Lighting is poor; difficult to read model release or see subject



INCORRECT
Subject cannot be identified