Release Forms

Note: Either an oral or a written release is needed for use of documentation in a presentation. Choose one or the other.

1. Oral Release Form
Record this statement at the beginning of an audio or video recording of an interview in the presence of the interviewee. Circle the documentation method(s) used.

This is ______________________________________________(Name of Interviewer) of ____________________________________________________________(Name of School)
in __________________________________________________(Town and State) on ___________ (Date)

I am interviewing, photographing, audio-recording or video-recording __________________________________________________________(Name of Interviewee).

Do you understand that portions of this interview may be quoted or used in a publication or exhibition for educational purposes? (Interviewee responds.)

OR

2. Written Release Form
I, the interviewee, understand that this interview and any photographs, tape recording or video recording are part of scholarly research by students at the school named above. I give permission for the following (check all that apply):

_____ May be used for educational purposes and research at the above school
_____ May include my name
_____ May be included in a school publication or exhibit
_____ May be included in another educational, nonprofit publication or exhibit
_____ May be used, but DO NOT include my name
_____ May be deposited in a school, county or state archive
_____ Other (explain)

__________________________________________  ______________________  
Signature of Interviewee                                      Date

__________________________________________  ______________________  
Signature of Parent or Guardian if Interviewee Is a Minor       Date