

RELEASE FORM

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1. CONSENT AND RELEASE:

By signing this Release Form, I hereby grant IEEE, its representatives, and assigns the right to use, reproduce, edit, publish, and distribute any and all photographs, audio/voice recordings, video recordings, written materials, use of name, and other content taken of me (or my minor child, if applicable) or provided by me (or my minor child, if applicable) (collectively, “ **Materials** ”), anywhere in the world for any lawful business purpose as of the date this release is signed. This includes, but is not limited to, a right to use the Materials for any IEEE websites, social media platforms, media, promotional materials, publications, advertisements, broadcasts, employee communications, conferences, educational resources. I represent that I am able to participate in the Opportunity and that, to the extent it is required, I have obtained the permission of my employer, institution, etc. prior to my participation.

2. SCOPE OF USE:

I understand and agree that the Materials may be used in various media formats including, but not limited to, print, digital, and electronic media, and may be displayed publicly or privately. IEEE may use the Materials, in whole or in part, with or without my name (or my minor child’s name) and may alter the Materials without further inspection or approval by me. All uses described herein using Materials shall be referred to as **IEEE Content** .

3. NO COMPENSATION:

I understand that I (or my minor child) will not receive any compensation, payment, royalty, or any other remuneration, now or in the future, for the use of the Materials by IEEE.

4. RIGHTS; WAIVER OF INSPECTION:

I hereby waive any right to inspect or approve the finished product or any derivative works that may be created from the Materials or any IEEE Content. I understand that all rights to the IEEE Content, including copyrights, are retained by IEEE and that I shall have no ownership in any of the IEEE Content .

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6. RELEASE OF LIABILITY:

I hereby release and hold harmless IEEE, its representatives, and assigns from any and all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate may have by reason of this authorization including, but not limited to, any claims for defamation, invasion of privacy, or infringement of moral rights or rights of publicity arising from the use of the Materials.

7. CONSENT FOR MINORS (*If Applicable*):

If the participant is a minor, I, as the parent or legal guardian, have read and understand the terms of this release and consent to the use of such Materials involving my minor child under the terms set forth herein.

ACKNOWLEDGMENT AND AGREEMENT:

By signing below, I acknowledge that I have read and understood this Release Form and agree to its terms. I certify that I am of legal age (if signing for myself) or the parent/legal guardian of the minor participant and that I have full authority to grant the rights and permissions herein described.

Signature: _____

Name (Printed): _____

Date: _____

For Minors (if applicable):

Minor's Full Name (Printed): _____

Parent/Guardian Signature: _____

Parent/Guardian Name (Printed): _____

Date: _____

IEEE PHOTO RELEASE GUIDELINES

PURPOSE

In order to provide clear and effective guidance to IEEE staff and volunteers and all third party vendors providing services to IEEE who take photos that will be used in connection with IEEE's business (the "Photographers"), IEEE has implemented these Photo Release Guidelines ("Guidelines") to assist Photographers in identifying those situations where obtaining a photo release from photographed or filmed persons is expected or strongly encouraged.

REQUIREMENTS

Photographers shall use best efforts in obtaining photo releases from all persons photographed. Photographers are expected to obtain photo releases in "Controlled Environments," and are strongly encouraged to obtain photo releases in "Highly Sensitive Situations," as described below.

Controlled Environment

Photographers may perform work in an environment or situation that easily permits Photographers to obtain photo releases from the person or group of people being photographed. Photographers are expected to obtain photo releases from each person photographed in such a Controlled Environment. Controlled Environments may include, but are not limited to:

1. photographing a person or a group of people in a studio setting;
2. photographing a person or group of people for longer periods of time, such as a multi-day shoot; and 3. other controlled situations or environments that easily permit the Photographer to obtain a photo release.

Highly Sensitive Situations

Photographers may perform work that results in a higher level of risk to IEEE due to the nature of the situation being photographed, the subject or location of the photograph, or the person or group of people being photographed. Photographers are asked to be sensitive to these risks and are strongly encouraged to obtain appearance releases in these Highly Sensitive Situations. Highly Sensitive Situations include, but are not limited to, the following:

1. any person photographed within a hospital or other medical facility;
2. any person under the age of majority (typically 18 years old) – obtain signature from a parent or guardian; 3. any person who may not have capacity to enter into a contract – obtain signature from a legal guardian; 4. any location or situation where there is an expectation of privacy, such as in a person's home; 5. any photograph that reveals a private or potentially embarrassing fact, such as an intimate family or financial matter, or something a person does not or potentially would not want other people to know; 6. any person or group of people holding a belief (religious or otherwise) that restricts photographs being taken (e.g., Amish, Aborigines, etc.); and
7. any other highly sensitive situation, such as illegal or potentially illegal activities, accidents, or any situation known or reasonably known to spark a strong emotional response.

QUESTIONS

Should you have any questions or require further guidance regarding these guidelines or its subject matter, please contact the IEEE Legal Department at legal@ieee.org. Please also contact Legal when a signing party wishes to amend a release.

Ef ective June 2024