Orchid Project Consent Form

Orchid Project is committed to protecting information and will only use the photos, videos, quotes you have given us permission to use for the purposes of the specified communications. Verbal consent to the facilitator/interviewee confirms that you are agreeable for us to use your data, image and words. As an Orchid Project partner, workshop facilitator or contractor, please let participants/interviewees know:

* You would like to collect photos, videos and/or quotes from participants/case studies
* These images could be used to support Orchid Project’s communications work and may be used across communications including printed materials, in press and media, on our website, email campaigns and social media
* Once an image, video, or text is on the internet, it is there permanently and cannot be removed

Please ask participants if they consent for their image and/or words to be used in the ways described above. If they are **not** happy to be included, they should let the facilitators/interviewer know. Facilitators/interviews must then inform the OP Communications Manager of individuals who wish their image/story **not** to be shared externally.

Please sign the statement below to demonstrate that you have carried out the actions above. It’s fine to complete this digitally.

I (print name):

...of (organisation name):

...have asked (participant or workshop name):

...for their full and informed consent to use their image and words across Orchid Project’s communications channels, including but not limited to print materials, website, social media, press and media and email campaigns. I have also identified any individuals who **do not** wish their image and/or words to be used in these ways to the Orchid Project Communications Manager.

**Signed: Date:**