

The Board of Directors of the Homeowners Association of Heritage Ranch voted unanimously to approve the attached Heritage Ranch Policy, Release Requirements for Photographs, Films or Videos of Heritage Ranch for Commercial Use at the October 7, 2013 Board Meeting.

Clayton A. Barns                      10/7/2013  
Clayton A. Barns, President                      Date



## **Heritage Ranch Policy**

### **Release Requirements for Photographs, Films or Videos of Heritage Ranch for Commercial Use**

**POLICY:** It is the policy of The Homeowner's Association of Heritage Ranch to require an appropriate release for the use of photographs, films or videos to promote and advertise **Heritage Ranch Golf & Country Club** in print, video, on-line and physical and electronic reproduction.

All requests for permission to photograph on the premises of **Heritage Ranch Golf & Country Club** by photographers or publishers for commercial purposes are to be addressed to the **Heritage Ranch Golf & Country Club Marketing/Communications Committee** and agreed upon in writing. It is the sole prerogative of the Board of **Heritage Ranch Golf & Country Club**, representing the Homeowners Association, to grant approval to photographers and publishers.

Commercial photography includes instances wherein there is an actual or intended exchange of money or favors for use, usage rights, ownership, or copyright of images created in any form or medium.

Any amateur photographer, requesting permission to use photographs, films and videos owned by **Heritage Ranch Golf & Country Club**, or by a photographer who has granted **Heritage Ranch Golf & Country Club** usage, will be at the sole discretion of the Board of the **Homeowners Association of Heritage Ranch Golf & Country Club**. All requests should be made in writing to the Marketing/Communications Committee.

**PURPOSE:** This Policy and the various Release Forms described herein have been developed to ensure that the rights for use by **Heritage Ranch Golf & Country Club** and the rights of the Photographer, Filmmaker, Videographer and Models are protected.

#### **REQUIRED RELEASE FORMS:**

**Model Release** - Required for all persons whose portraits or pictures appear in material used to promote Heritage Ranch. (Exhibit I)

**Professional Photographer** – Required for a Professional Photographer paid by Heritage Ranch. (Exhibit II)

**Photographer who loans photos to Heritage Ranch** – Required for an Amateur or Professional Photographer who loans photos to Heritage Ranch without compensation for use in advertising and on-line, and retains ownership of photos. (Exhibit III)



## Model Release

This Agreement is between **Heritage Ranch Golf & Country Club** and the following persons:

In consideration of the engagement as a model, and for other good and valuable consideration herein acknowledged as received, I hereby grant to Photographer, his/her legal representatives, heirs and/or assigns, those for whom Photographer is acting, and those acting with his/her authority and permission (collectively "Photographer"), the absolute right and permission to copyright and use, re-use, and publish, photographic portraits or pictures of me or in which I may be included, in whole or in part, or composite or distorted in character or form, without restriction as to changes or alterations from time to time, in conjunction with my own or a fictitious name, or reproductions thereof in color or otherwise, made through any medium at his/her studios or elsewhere, and in any and all media now or hereafter known, for art, advertising, trade or any other legal purpose. I also consent to the use of any printed matter in conjunction therewith.

I hereby waive any right that I may have to inspect or approve the finished product or products or the advertising copy or printed matter that may be used in connection therewith or the use to which it may be applied.

I hereby release, discharge and agree to hold harmless Photographer from any and all liability that has or may occur or be produced in the taking of said pictures or any subsequent process thereof, as well as any publication thereof.

I acknowledge that I am at least 18 years old, and have the right and ability to consent to the terms herein, and further, that I have am authorized and able to sign on behalf of all persons listed above as Model(s).

I have read, understood, and agree to the terms of this Release. I understand that I am or may be giving up certain legal rights by signing this Release.

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

## Photography Release Form

I agree that all photographs, files, or videotapes taken by:

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*(Please print name)*

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Title/Organization

for the express purpose of usage by **Heritage Ranch Golf & Country Club** to promote and advertise **Heritage Ranch Golf & Country Club** in print, video, on-line and physical and electronic reproduction, shall constitute the sole property of **Heritage Ranch Golf & Country Club**, with full right of disposition in any manner whatsoever.

Also, I hereby release **Heritage Ranch Golf & Country Club** and their legal representatives and assigns from any and all claims whatsoever in connection with the use, reproduction, publication of the images thereof.

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Signature

Date

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Title/Organization

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Address

Phone

(Exhibit II)

## Photography Release Form

(From amateur volunteers or professional volunteers)

I agree that all photographs, files or videotapes taken by:

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*(Please print name)*

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Title/Organization

and hereby grants usage to **Heritage Ranch Golf & Country Club**, for the express purpose to promote and advertise **Heritage Ranch Golf & Country Club** in print, video, on-line and physical and electronic reproduction, shall constitute the sole property of **Heritage Ranch Golf & Country Club** with full rights of disposition in any manner whatsoever.

The "photographer" may request usage of these photographs, files and videotapes for personal use from **Heritage Ranch Golf & Country club** but, permission will be at the sole discretion of the Board representing the HOA of **Heritage Ranch Golf &Country Club**.

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Signature

Date

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Title/Organization

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Address

Phone

**(Exhibit III)**

**Heritage Ranch Golf & Country Club**

**Permission for Use of Photographs**

**Heritage Ranch Golf & Country Club has my permission to use my photographs on the Heritage Ranch website. I will be told in advance which photographs will be used.**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**