**EMPLOYEE/VOLUNTEER CONSENT TO RELEASE PHOTOS, VIDEOS AND/OR**

**INFORMATION TO THE MEDIA**

By initialing the spaces below, I specifically authorize the use and/or disclosure of the following information to the Marketing and Communications Department for marketing and advertising purposes:

 Name

 My job title and location

 My photo or video of me

 Information about my background and the services my department and I provide.

The purpose of the annual disclosure is to provide information and photos to the community through a story, photo and/or video to possibly be displayed in an ad; news story; news release; on social media pages such as Facebook, YouTube and Twitter; corporate reports; Web sites; employee presentations; billboards; brochures; bus bench ads; and/or other advertising or marketing sources.

I understand I will not be compensated if and when the Marketing and Communications Department chooses to use information, photos and/or videos about me, my work or services I provide.

I understand that by signing below I am voiding any previous election to "opt out" of releasing my photos, videos and/or information for the express purpose(s) outlined above.

Finally, I understand that I may revoke this authorization in writing at any time, provided that I do so in writing, except to the extent that action has been taken in reliance upon this authorization.

 Signature of Employee Date

 Print Employee’s Name Employee Number

**EMPLOYEE/VOLUNTEER DECLINATION TO RELEASE PHOTOS, VIDEOS AND/OR**

**INFORMATION TO THE MEDIA**

**I *do not*** authorize the use and disclosure of photos, videos and/or information about me for marketing and advertising purposes.

I understand that declining the release of my photos, videos and/or information will not affect my employment status. I further understand that when at Adventist Health work-related or community events, it is my responsibility to inform person’s taking photos and/or video that I do not want to be photographed and/or filmed.

 Signature of Employee Date

 Print Employee’s Name Employee Number