

This form must be sent to comunicazione@unimib.it

REQUEST FOR AUTHORIZATION TO MAKE AUDIO-VISUAL RECORDINGS OF THE FACILITIES OF THE UNIVERSITY OF MILAN-BICOCCA, USED FOR:

Commercial purposes

Non-commercial purposes

The undersigned (*individual or legal representative of the legal entity*)

born/birthplace _____ on date of birth _____ residing in _____

via address _____ tel phone _____

e-mail _____ Tax Code N° _____

Tax Domicile (if applicable) as the legal representative of the company, if any)

e-mail _____ / PEC certified email _____

Registered office _____ tel phone _____

VAT N° _____

REQUIRES

To be allowed to make truthful, non-disparaging, and non-misleading audio-visual recordings (*hereinafter referred to as "RECORDINGS"*) of the interiors of the University of Milan-Bicocca and/or external structures (*buildings, squares, etc.*) pertaining to the University itself, in the manner, for the purposes, and under the conditions indicated below:

- Period from _____ to _____;

- **Typology of the RECORDINGS** [*specify whether photographic and/or audiovisual*]

- **Description of the place of the RECORDINGS** [*specify the name of the buildings or indoor areas recorded*]

- **Equipment/personnel involved** (*number and names*)

- **Content of the RECORDINGS** [*specify whether it involves photo sets, film sets, commercials, or others*]

- **Modality of usage of the RECORDINGS** _____

- **Purpose of usage of the RECORDINGS** _____

- **Scope of dissemination of the RECORDINGS** _____

- **Other** _____

CONSIDERED THE ABOVE AS A PREMISE, THE UNDERSIGNED AGREES TO:

- Use the RECORDINGS in a way that is truthful, not disparaging or misleading to the public, with reference to the name and image of the University of Milano-Bicocca;
- Use the RECORDINGS without causing any harm to the good name, image, decorum, and reputation of the University, under penalty of legal action for cessation of the damaging act and without prejudice to the compensation of damages;
- Not use the name/logo of the University in any phrase, wording, or lettering that asserts or declares the promotion or sponsorship of any products or services;
- Use the RECORDINGS only for the modality or purpose indicated in this deed.
- Personally obtain all the necessary authorizations in case of RECORDINGS of facilities, places, or areas not pertaining to the University of Milano-Bicocca.
- Obtain permission from students, professors, or researchers who agree to appear in the RECORDINGS.
- Not obstruct or delay the regular activities of the University, comply with the instructions given by the authorized personnel, and adhere to regulations regarding security, privacy, and image protection rights.
- Assume responsibility for the RECORDINGS towards the University and third parties, relieving the University of all liability for any accidents or damage to persons and/or property.
- Hold the University harmless from any damages or obligations that may arise from any use of the RECORDINGS.
- Allow the University, through its personnel, to conduct necessary verifications to ensure compliance with the conditions of this authorization.
- Quote the University of Milano-Bicocca and/or the interviewed professors/researchers with the correct affiliation in the end credits/captions.
- Provide the University of Milano-Bicocca (comunicazione@unimib.it) with a copy of the final document/video that contains the images subject to the RECORDINGS, in order to evaluate their compliance;

THE UNDERSIGNED ACKNOWLEDGES AND IS AWARE THAT:

- in case of evident dissimilarity of the recordings with respect to the authorized purpose, the UNIVERSITY reserves the right to revoke this authorization. The authorization will also be revoked if the requirements stated in this document are not complied with;
- In case of non-compliance with the terms and conditions outlined in this authorization, the University reserves the right to take necessary action, within the limits permitted by the applicable regulations, to have the produced material withdrawn;
- the Court of Milan shall have jurisdiction for any disputes arising in connection with the recordings covered by this document;
- the processing, dissemination, and communication of images and personal data related to the individuals involved in the recordings, as described above, will be carried out in accordance with the provisions of Legislative Decree 30.6.2003 No. 196 "**Personal Data Protection Code**," GDPR - EU Regulation 2016/679, Law No. 633 dated 22.04.1941 on "**Provisions on Copyright**", and the UNIVERSITY'S regulations
- unless otherwise agreed, the authorization to make recordings will be granted without any financial obligations for the applicant;
- the personal data provided through this form to the relevant University office will be processed by the University of Milan-Bicocca, in accordance with the current European and national data protection regulations, for the purpose of evaluating and accepting this request and fulfilling the related requirements.
- The complete information on data processing ("*information for the processing of data related to processes concerning occasional contacts regarding requests for information on provided services or administrative procedures of the University*") is available in the privacy section of the institutional website at the following link: <https://www.unimib.it/privacy>

Date _____

Signature of the applicant _____

AUTHORIZED BY

Signature of the Head of the Press and Communication Sector
