**Declaration of consent   
(Template)**

*Note: This document is merely a model for the structure of a declaration of consent. The document only serves as a suggestion and must be customised individually.*

**Explain which data processing the data subject consents to.**

Explain to the data subject as specifically as possible what data you wish to collect and for what purposes.

***Example:****As part of our event "Project presentation [your project name]", we would like to create image, video and sound recordings to document the event on our website, in printed matter and on our social media channels.*

I hereby give my consent to **[NAME AND ADDRESS OF YOUR ORGANISATION]**, as the person named below, to (please tick as appropriate)

* Photos
* Video and sound recordings

in connection with the event **[NAME AND DATE OF EVENT]**.

I consent to possible publication in the following media: *(please tick as appropriate)*

* in the press *(specify here which type of press)*
* in printed matter:
  + *List relevant publications here...*
  + ...
* on the Internet:
  + on the website of the organisation/company *(please specify)*
  + on the social media platforms Facebook, Instagram,... *(please name all specifically)*
  + on other websites *(please specify)*

The subdivision into the various publication channels gives the data subject the opportunity to give their consent only for certain categories of media. For example, data subjects can consent to publication on the company website, but prevent use on social media.

**Details of the data subject:**

………………………………………………………………………………….

Surname and first name of the person depicted

…………………………………………………………………………………….

Date of birth of the person depicted (for minors)

…………………………………………………………………………………….

Address of the person depicted

In this case, consent is required for the production and publication of photos of individual, recognisable persons or of video or audio recordings. The processing is based on Art. 6 para. 1 letter a GDPR. It is carried out for the purpose of press and public relations work.

The rights to the photos and/or video and audio recordings are granted without remuneration and also include the right to archive and edit, provided that the editing is not distorting. Names or other personal data will not be published by us, not even as source text for images and/or videos.

Photos and/or videos can be accessed and stored worldwide through use on the Internet. Corresponding data can therefore also be found via "search engines". It cannot be ruled out that other people or companies may change these images and/or videos, use them for other purposes or link them to other data available on the Internet and create a personality profile. Moreover, the data can often still be retrieved via the archive function of search engines even if it has already been removed or changed from the above-mentioned websites.

You can revoke your consent at any time in writing to **[NAME AND ADDRESS OF YOUR ORGANISATION AND CONTACT PARTNER]**, with effect for the future. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. This is particularly relevant in cases where the print order has already been placed.

Unless consent is revoked, it is valid for an unlimited period of time.

Consent is voluntary. No disadvantages arise from the non-granting or revocation of consent.

……………………………………………………………………………………

(Place, date) (Signature of the person depicted)

If the person depicted has not yet reached the age of 18, the signature of the legal representative is required; in addition, the person depicted must sign from the age of 14:

……………………………………………………………………………………

(Place, date) (Signature of the legal guardian)