

Photography / Video Briefing Sheet



**LIVERPOOL
HOPE
UNIVERSITY**
Est. 1844

Complete and return to hargras@hope.ac.uk, copying in sennetd@hope.ac.uk

Name:

Email Address:

Department:

Contact Phone Number:

Type of Job Required:

Target Audience / Purpose of job:

Description of Job:

(Continues over)

Email hargras@hope.ac.uk or phone 0151 291 3517 if you have any queries

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Date of Event:

Time from / until:

Room Number / Location:

*Proposed deadline for completion:

Video Information

Title of Video:

Approximate Required Duration:

Questions to ask interviewee / details of cutaways required / YouTube info text:

[Download the Model Release Form here](#) and return it completed on, or before, the date of the job.

*Please allow approx. 1-3 days for photo editing and 2-5 days for video editing.

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