

## **1001 Stories Participant Consent Form**

1001 Stories is a collaborative project by The Performance Ensemble, Leeds Playhouse, LEEDS 2023, Leeds Museums and Galleries and Leeds Older People's Forum, with funding from Arts Council England, National Lottery Heritage Fund, The British Council and LEEDS 2023.

Name	
Address	
Email Address	
Phone Number	

PLEASE NOTE THAT YOUR ADDRESS, EMAIL ADDRESS AND PHONE NUMBER WILL NOT BE SHARED WITH ANY THIRD-PARTY ORGANISATION. THIS INFORMATION IS REQUESTED FOR OUR RECORDS ONLY.

**Please tick one box for each of the statements that apply to your submission:**

I consent to my <b>text (story)</b> being used, stored and shared publicly as part of 1001 Stories. (Stories will not be named unless you give your consent in the box below)	YES	NO
I consent to my <b>image/ video/ audio</b> being used, stored and shared publicly as part of 1001 Stories. (Content will not be named unless you give your consent in the box below.)	YES	NO
I consent to my <b>name</b> being used and shared publicly alongside my submission (text, image, video or audio) as part of 1001 Stories	YES	NO

**If you would prefer that your story is NOT shared publicly, please read the following statement and tick the appropriate box:**

I consent to my story text, image, audio file or video being used and stored by 1001 Stories, but this should remain private and not be shared with the public or with organisations or individuals outside of the 1001 Stories team. (For definitions of private and public use, please see the page above).	YES	NO
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I have **read and understood** the details of this form and hereby give my consent.

Signature	
Date	

# How Will We Use Your Story?

1001 Stories is a collaborative project by The Performance Ensemble, Leeds Playhouse, LEEDS 2023, Leeds Museums and Galleries and Leeds Older People's Forum, with funding from Arts Council England, National Lottery Heritage Fund, The British Council and LEEDS 2023.

Thank you for taking part in 1001 Stories by submitting your text, image, audio file or video (personal information) to the project. This form sets out how we (those organisations named above) would like to use your personal information and asks for your consent to do so.

## 1001 Stories would like to use your personal information in the following ways:

### Privately

- **Hold on file:** To be held on file by The Performance Ensemble for an indefinite amount of time appropriate to the nature of our work.
- **Evaluation:** To provide evaluatory evidence of the project to our funders (listed above).

### Publicly

- **Inform 1001 Stories creative outputs:** To inform our creative work under the banner of '1001 Stories' and in the creation of a new piece of theatre inspired by the stories submitted. Please note that this may include the reading/ playing/ display of submitted stories.
- **Inform future creative practice:** To inform our future creative work and in the creation of new projects yet to be conceived.
- **Marketing & PR:** In the marketing and PR of 1001 Stories *and the potential marketing of future projects* including, but not limited to: use across all partner social media platforms; print marketing such as brochures, leaflets and posters; digital marketing such as e-flyers, website banners and e-newsletters; the creation of video trailers and other audio/ visual marketing; press releases and other media communications including print, broadcast and online.
- **Editing:** To edit your supplied content as appropriate for the project such as, but not limited to, the digital enhancement of supplied images, the cutting and clipping of supplied videos and the grammatical correction of supplied text for public use.
- **Digital Legacy Project:** As content for the 1001 Stories Digital Legacy Project, where stories will be catalogued and shared with a world-wide online audience via a website or other digital platform, in perpetuity.

### Our Responsibilities

We commit to storing your personal information in a secure way and in line with current GDPR regulations. To view our privacy policy please go to: [www.theperformanceensemble.com/privacy-policy](http://www.theperformanceensemble.com/privacy-policy)

We commit to only using and sharing your personal information in the ways outlined above, and with those partners outlined above, and to tracking the distribution of your information with our partners to ensure compliance with your wishes.

### Your Rights

You have the right to change or revoke your permission at any time, to request that we remove your personal information from our systems, or to request a copy of your personal information.

Please note that as 1001 Stories will be shared with the general public, we cannot control the dissemination of your information across individual digital devices and social media platforms.

To discuss your consent and personal information please contact: [1001stories@leedsplayhouse.org.uk](mailto:1001stories@leedsplayhouse.org.uk) or 07846 575377