

Narrator Release Form

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You are participating in the Oral History Program at the National Public Housing Museum (hereafter referred to as “NPHM” or “The Museum”) in Chicago. The program exists to preserve the living histories of current and former public housing residents, as well as those who have meaningful relationships to public housing.

The information is being gathered and preserved for historical, educational, and creative use. Interviews will be **audio-recorded**; some virtual interviews may also be video-recorded, but this file is being saved for back-up purposes only and will not be shared with the public. Interviews will also go through post-production, including having a detailed summary written about them. **The interview audio, transcript, finding aid, and any other materials produced during the interview will be hereafter referred to as “interview materials.”**

You will receive a copy of your interview in the format that you request below; you will be notified and have the option to review any and all usage of your interview. You will also receive access to any finished products that are created using your interview.

CONSENT TO INTERVIEW

I, _____, knowingly and voluntarily permit the National Public Housing Museum to conduct an interview with me on _____. I have been told that I can stop the interview if needed or desired, and a second interview can be scheduled if desired. I understand that I do not have to take part in this project, and that I can stop the interview at any time and without giving a reason. I understand that I can refuse any question that may be asked of me.

_____ Name of Narrator (Please Print)		_____ Name of Interviewer (Please Print)	
_____ Signature of Narrator	_____ Date	_____ Signature of Interviewer	_____ Date

If follow-up interview(s) are conducted with the same interviewer, list additional interview dates and initial below:

CONSENT TO ARCHIVE FULL INTERVIEW(S)

I knowingly and voluntarily permit The Museum to include the interview materials into their Oral History Archive. I understand that the Archive will be available to the general public and is already accessible for listening, viewing, and reading by people vetted by NPHM. _____ (initial)

I permit NPHM to include a self-provided photo representing myself to the Archive. _____ (initial)

I understand that I **have the right to make edits to the interview materials**. I understand that if I am unresponsive after NPHM’s definition of a “good faith effort” **(3+ attempts of contact over 30 days), my materials may be made public before I approve them**. I understand that **I may still reach out at any point to make edits or withdraw my interview materials**. _____ (initial)

CONSENT TO USAGE OF INTERVIEW(S)

NPHM handles copyright and ownership with **Creative Commons Licenses**. This means that you, the narrator, **retain all of your copyright and ownership rights** to the interview, but that **others may use it within certain parameters**.

All interviews are covered under two licenses: **Attribution** (you must be given credit) and **Non-Commercial** (your interviews cannot be used for financial gain).

You may also choose to have a No-Derivatives License, which means that your interview cannot be used as a basis for new creations (ex, featured in a podcast episode). **We find that interviews receive more engagement when we use it in creative ways, but it is your decision.** For more information, contact lchen@nphm.org or visit creativecommons.org/.

If you **do** initial one or both of the below lines, you are knowingly and voluntarily granting to NPHM the **use** of your interview(s) and associated archived materials under a “Creative Commons Attribution-NonCommercial 4.0 International License.”

If you do **not** initial below, your interview will be shared under a “Creative Commons Attribution-NonCommercial- **NoDerivatives** 4.0 International License.”

1.) NPHM Usage: to use as clip(s) and/or in its entirety in all media for **non-profit educational usage**, including but not limited to: exhibitions, radio, television, film, compact disc, in print, and on the Internet, as well as any successor technologies. _____(initial)

2.) External Usage: To make available for usage by researchers and others accessing the NPHM Oral History Archive. My name will be attached to my interview and I will be cited directly in researchers’ published or unpublished work, unless I wish to remain anonymous. _____(initial)

All usage will also go through a “good faith effort” for approval, as defined above in “Consent to Archive,” unless the following line is initialed.

Waive Usage Review [OPTIONAL]: I **waive** my right to **edit and approve** any and all **curated or finished products** in connection with my interview materials. _____(initial)

Special Restrictions (if any):

My signature below indicates that I am aware that this is a release of liability and a contract between me and the National Public Housing Museum, and I sign it of my own free will. This Release shall be understood in accordance with the law of the State of Illinois.

ACCEPTED AND AGREED

Signature

Date

Pronouns

How would you like to be addressed? (ex, Mr. [last name], Ms./Miss [first name], Coach [first name], Dr. [first name], etc.)

Telephone

Email

Preferred contact method: Telephone (call) Telephone (text) Email

Format of interview copy: CD Flash Drive Digital File

Add to NPHM mail list? Yes No