

## Photo/Film Shoot Request Form

△ Photo shoot

△ Film shoot

Contact name/company/media: \_\_\_\_\_

Address: \_\_\_\_\_

Head of film/photo team: \_\_\_\_\_

Phone/e-mail: \_\_\_\_\_

Purpose of photo/film shoot and planned medium of publication: \_\_\_\_\_

\_\_\_\_\_

Production title: \_\_\_\_\_

\_\_\_\_\_

Date/duration of planned publication: \_\_\_\_\_

Areas, objects to be recorded: \_\_\_\_\_

\_\_\_\_\_

Date, time, and duration of film/photo shoot: \_\_\_\_\_

\_\_\_\_\_

We grant permission for the photo/film shoot only in compliance with the following Terms and Conditions for Photography/Filming:

1. mumok must be mentioned in the product, in the end credits or photo credits:

**For photos: © name of photographer / courtesy mumok**

**For films: Filmed at mumok, calendar year**

2. mumok grants permission for the photo/film shoot as well as the publication of the photos or films exclusively for the purposes listed in the request. Each additional use, exploitation, and publication requires the prior written permission of mumok. mumok must be informed about the publication once it has occurred. A sample copy of the published photos or films are to be made available to the mumok media department ([presse@mumok.at](mailto:presse@mumok.at)).

3. mumok reserves the right to make future photo/film shoot permissions dependent on the applicant's adherence to the Terms and Conditions for Photography/Filming.

4. Be advised that the permission is given exclusively in accordance with the house rules.

5. mumok shall not grant any right—if not expressly stated in a written agreement—with regard to the rights of any and all owners of copyrights, ancillary copyrights, and other rights of the depicted objects for the production and/or use of the photos or films. Should the mumok be approached in this regard by third

parties, the applicant is obligated to indemnify the mumok (including against any prosecution costs). The same applies to any rights of depicted persons. The applicant must ensure that the people depicted in the photos or films grant the required permission to use the image.

6. The applicant shall be liable for any damages incurred to mumok or the federal government during the shoot by the applicant or by a person involved in the shoot with the applicant's knowledge and shall indemnify the mumok in this regard.

7. mumok shall not be liable for damages incurred by the applicant and his/her employees in the framework of the granted permission to shoot photographs or films. mumok is especially not liable for any alterations of the basic conditions at mumok such as changes in scheduled exhibition dates, changes in the placement of objects, or the cancellation of the scheduled shoot. This disclaimer does not apply to personal injury and damages incurred grossly negligently or with intent by mumok and the liability of mumok according to the Product Liability Act.

8. The production of photos and films of other objects than those listed in the request form and of mumok's security measures is prohibited.

9. mumok provides a supervisor during the photo or film shoot whose instructions must be followed at all times. Noncompliance to the instructions of the supervisor reserves mumok the right to discontinue the photo/film shoot, revoke the already granted permission and ban the entire team from the premises.

10. Touching of objects on display is strictly prohibited; they can only be moved by authorized mumok employees.

11. Photographing or filming objects whose recording is not allowed (indicated by pictograms) is prohibited.

12. The flow of visitors must not be disturbed.

13. Lamps must be turned off during shooting breaks, installation phases, and equipment rearrangement. Works on paper must be recorded using indirect, diffused lighting and highly sensitive film. The lighting duration must be limited to the light metering and the exposure. The use of flash photography is prohibited.

14. There are no verbal arrangements aside from this written agreement. Changes or amendments to this agreement as well as the cancellation thereof must be made in writing to be valid.

15. This agreement is subject to Austrian Law to the exclusion of international provisions on the conflict of law and the UN Convention on Contracts for the International Sale of Goods. The place of jurisdiction is the District Court for commercial matters of the 1st District of Vienna.

16. The signing person accepts these Terms and Conditions for Photography/Filming as the applicant (or as the applicant's authorized representative).

**Please produce this document to supervisory staff and upon entering the exhibition spaces.**

---

First and last name of the signing person in block letters

---

Date, applicant's signature

\*\*\*\*\*  
Permission from mumok:

---

Date, name