

**UNIVERSITY OF HAWAI'I - WEST O'AHU CREATIVE MEDIA PROGRAM  
INTERIOR ON-CAMPUS LOCATION RELEASE**



PRODUCER & PRODUCTION INFORMATION			
Name:			
Phone:		Email:	
ACM Course:			
Production Title:			

LOCATION INFORMATION			
Filming Location:			
Production Date:		Start Time:	End Time:
Description of Location Usage:			

Permission is hereby granted to the Producer to use the interior of building and room described above, for the purpose of the production listed above of photographing and recording such scenes as Producer may desire, with the right to exhibit and license others to exhibit all or any part of said photographs and recordings in any manner Producer may desire without limitation or restriction of any kind. Said permission shall include the right to bring personnel and equipment (including props and temporary sets) onto said property, and to remove the same after completion of work.

Producer hereby agrees to adhere to the buildings' policies and procedures. Producer hereby agrees to hold the undersigned harmless of and from any and all liability and loss which the undersigned may suffer or incur by reason of any accidents or other damages to said property caused by any of Producer's crew or equipment on or about the above mentioned premises.

Producer shall leave said property in substantially as good condition as when received, reasonable wear and tear in accordance with this agreement excepted. Producer will cover any and all expenses incurred for use of this location. Producer agrees that filming permission may be taken away without notice and cannot hold the undersigned liable.

The undersigned hereby warrants that he is authorized to enter into this agreement and has the right to grant Producer the use of said property and each and all of the rights herein granted. The Producer agrees to exercise reasonable care in the use of this property and will leave it in substantially as good condition as when received. Projects undertaken by CM students are for instructional purposes only and are not intended for any form of commercial use.

\_\_\_\_\_  
**Producer Signature** Date: \_\_\_\_\_

\_\_\_\_\_  
**Instructor Signature** Phone: \_\_\_\_\_

The above permission is granted by :	
_____ Associate Director, Academy For Creative Media Signature	Date: _____

PLACE THIS RELEASE IN YOUR PRODUCTION BOOK --- YOU MUST HAVE A COPY AT THE FILM LOCATION  
 FOR UNIVERSITY OF HAWAI'I - WEST O'AHU CURRICULAR USE ONLY.  
 THIS DOCUMENT IS NOT A CONTRACT AND HAS NO LEGAL FORCE OR EFFECT.