

## Leeds Baby Bank Photography Policy

## Photography for personal use

Leeds Baby Bank allows photography by visitors for personal, non-commercial use wherever possible. It is the visitor's responsibility to ensure that no copyright is infringed.

We reserve the right to ask visitors not to take photographs in the interests of security or privacy.

If staff have concerns that photography may be for commercial use or private gain then you will be asked to provide ID and sign a disclaimer.

Volunteers, staff and service users can, at any point, opt out of public photography and will always be consulted prior to capture and publication. We will be sensitive and cooperative to these requests.

## Photography for Press use

Press photographers responding to our press releases are asked to contact the charity for information. Licences must be be sought well in advance for any photography for reproduction, commercial use or private gain.