VIDEO SCREENING INFORMATION

Name of Event Sponsor (UK Dept/Student Org): ________________________________________________________
Contact Person: _________________________________________ Telephone Number: ( _____ )_____ - ________
UKY E-mail Address: ____________________________________ Reservation ID # (If Known): ______________
Name of Video/Film: ___________________________________________________________________________
Name of Distributor/Agent: ______________________________________________________________________
Date(s) of Screening: _____________________________________ Time(s) of Screening: ___________________
Location (Building & Room): ____________________________________________________________________

POLICIES/GUIDELINES

In providing this video screening request to the Office of University Events, I certify the following with my signature:
• I am screening the video in a room which I have reserved, and I am the event sponsor contact.
• The public viewing rights document, which must be submitted with this form, should include the time, date and location of the film as well as the film title.
• The Federal Copyright Act (Title 17 of the US Code) governs how copyrighted materials, such as movies, may be used. Neither the rental nor the purchase of a copy of a copyrighted work carries with it the right to publicly exhibit the work.
• Non-classroom use at universities requires a public performance license/public viewing rights be obtained.
• I understand as the event sponsor I am fully liable and responsible for payment of fees and contract obligations as they may relate to the screening of this video/film.

CONFIRMATION

I understand that there are only three ways films/videos can be screened on UK’s campus and have indicated herein the terms of my agreement with the owner(s) of the video/film (select one option below):

☐ I have entered into a non-theatrical license rental agreement with the authorized distributor/agent or obtained proof the person in possession of the video/film has done so for screenings requested. Most screenings at UK fall into this category. PUBLIC VIEWING RIGHTS MUST BE ATTACHED TO THIS FORM.

☐ I have purchased the video/film for public screening, with the licensing rights being made a part and parcel of the purchase price or obtained proof that the person in possession of video/film has done so. PUBLIC VIEWING RIGHTS MUST BE ATTACHED TO THIS FORM.

☐ I am screening a video/film under the provisions of a specific statutory exemption. I understand the only statutory exemption, as it applies to the University of Kentucky, is for classroom use. Classroom use means that the video/film is shown for a regularly scheduled class where only members of the class are invited, is not advertised, admission is not charged, and the video copy has been lawfully made.

Signature of person making request: __________________________________________ Date: ____________

Please return this form to: Office of University Events (A150 Gatton Student Center) OR events@uky.edu

For Office Use Only:
Confirmed by: ______________________________________ Date: ____________

Office of University Events Staff