



Parish of Manuka Permissions Form

This form may be used to giving permission in situations including but not limited to:

- Collecting, retaining and distributing of personal information of church members
- Taking photos of church members in church contexts
- Displaying photos of church members in hard copy or electronic forms such as parish websites or social media sites
- Providing details of persons appearing in photos in either hard or electronic forms

Privacy Statement

Any personal information you provide is protected under the Privacy Act 1988 and is collected by the Parish of Manuka for the purpose of your involvement with the parish. It will be kept as confidential according to the permissions you give below and it can only be disclosed to someone else where disclosure is authorised or required by law or is reasonably necessary for the enforcement of the criminal law; if it will prevent or lessen a serious and imminent threat to a person's life or health; or if you have consented to the disclosure.

Person 1	Title:
Person 2 <i>if applicable</i>	Title:
Address	
Postal Address	
Phone number 1	
Phone number 2	
Email addresses – <i>please print clearly</i>	
Service you usually attend	

Please tick Yes / No to indicate whether you give the following permissions	YES	NO
Name(s), email and phone numbers to appear in a parish contact directory		
Name and contact details to appear on parish website, social media sites and newsletters when relevant (eg. if you are organising an activity, hold an office etc)		
Email address to be included on parish mailing list for parish news circulars etc		
I give permission for my photo or video clips featuring me to be taken in parish contexts and used in parish publications and for me to be named in any related captions		

If relevant, please complete the following child related permissions

I give permission for photos or video clips of my minor children to be taken in parish contexts and used in parish publications including the parish website, Community Magazine and social media sites.		
I give permission for names of my minor children to be included in captions for photos or in video clips		
Names and ages of children:		

Print name	Signature
Person 1	
Person 2	
Date	

Please return this form to the Parish Office or email to office@stpaulsmanuka.org.au