Guest Speaker Release Form, Independent Contractor

AUTHORIZATION AND RELEASE

I have been invited to make a presentation (Title of Presentation) on Date of Presentation at Harvard Library, and wish to do so.

I hereby authorize Harvard Library to record (on film, tape and any other media) my Presentation and appearance at the Event (any and all such recordings, the "Recording"). While I retain the copyright in my Presentation, Harvard Library will own exclusively the copyright and all other rights, throughout the world, in the Recording and the transcript thereof, for use in any manner or media now known or hereafter invented.

In addition, I hereby grant Harvard Library the perpetual, irrevocable, non-exclusive, fully paid-up, worldwide right, with the right to grant sublicenses, to reproduce, make works derived from, display, perform, distribute and otherwise use and make available, the Presentation and all or part of any slides, overheads, recordings, handouts, computer files, software, audiovisual materials, other works of authorship, data and information that I have authored and use in connection with the Presentation (collectively, the "Related Materials"), in any manner or media now known or hereafter invented, in connection with Harvard Library’s use of the Recording or any derivative works thereof in furtherance of its educational mission.

To the extent I use materials authored by third parties in my Presentation or the Related Materials, I represent that I have permission to use these materials and that I am authorized to permit Harvard Library to use these materials in connection with the Event and the Recording.

I understand that Harvard Library will credit me as the author or source of the Presentation and Related Materials. Harvard Library may use my name, likeness and information about my professional position and background in connection with a description or promotion of the Event, the Recording, the Related Materials, or any derivative work.

I confirm that I have the right to grant the rights hereunder to Harvard Library; that my activities in connection with the Presentation will not conflict with any commitment I have to any person or entity; and that my contributions to the Recording will not violate the rights of others. I acknowledge that I am not entitled to any royalties or other payment for the rights granted to Harvard Library herein. The rights granted hereunder are perpetual and irrevocable. I agree to execute any other documents, and take any other actions, as Harvard Library may reasonably request in order to confirm or perfect the rights granted by me under this Authorization and Release. I understand that Harvard Library will act in reliance on this Authorization and Release. This Authorization and Release will be governed by and construed under the laws of The Commonwealth of Massachusetts.

I understand that in providing these services, my status will be that of an independent contractor, free from Harvard Library’s direction and control. I understand that I am not an agent or employee of Harvard and am not expected or authorized to enter into binding commitments on Harvard’s part.

Signed under seal:______________________________________________

Name (printed): _______________________________________________

Date: ______________________