

If it is possible that the media will be present at your event, Wharton requires that you have your speaker sign a media release form. Feel free to use this template or generate your own form using this as a guide.

SUGGESTED TEMPLATE FOR WHARTON SCHOOL GUEST SPEAKERS

MEDIA RELEASE FORM

(Note: signatures required)

Speaker Media Acknowledgement and Release Forms

A) MEDIA RELEASE

As part of my appearance at the Wharton School, I give permission to record me, including images, audio, presentation and comments, with my name included, for use in in electronic and print publications; and the School's educational and engagement programs for potential and enrolled students, alumni, and friends of Wharton and Penn.

The Wharton School may use these reproductions without further examination by me. I waive all personal claims, causes of action, liabilities, or damages against the School arising from or in connection with my performance or appearance.

I have read the above release and (please check the appropriate boxes)

- Agree to allow recording for educational use**
- Agree to allow recording for promotional use**
- Decline to allow recording for educational use**
- Decline to allow recording for promotional use**

Signed,

Printed Name:

Date:

B) MEDIA COVERAGE

The Wharton School tends to allow media coverage of all public events. Media outlets include, but are not limited to internal independent media, such as Knowledge@Wharton, *Wharton Magazine*, *Wharton Journal*, *Daily Pennsylvanian*, and external independent media both local, Philadelphia, and beyond.

The Wharton Media Relations Office is the direct liaison with the speaker/speaker's office to ensure the maximum level of comfort with any public coverage of the event. If you would like to connect with our Media Relations office, please inform the event organizers so they may make the introduction.

I have read the above information and (please check the appropriate box)

- Agree to allow media coverage of my comments and appearance at this event.**
- Decline to allow media coverage of my comments and appearance at this event.**

Signed,

Printed Name:

Date: