

MEDIA REQUEST FORM

PLEASE TYPE OR PRINT

Date of Request:

Date photos/footage needed:

Person requesting photos/video:

Mobile number:

E-mail of company or person:

Contact person at photos/videoshoot:

Date and time of shoot request:

Intended purpose of photograph/video shoot (publication, display, distribution etc.):

APPROVED BY APA DIRECTOR:

PLEASE NOTE:

- Requests for photos and or footage to be taken during regular business hours-Monday-Friday, 7:30-4:30 p.m.-should be made at least 3 days in advance. Requests for evening and weekend services should be made at least 5 days in advance.
 - APA may provide photos/footage from library electronically upon request as well.
- If you have any questions please call Marketing & Communications at 523-4305 or Fax it to 523-4343

