



## Thamesmead Community Archive

### Oral Histories Recording Agreement – TMCA Contributor

Agreement made on \_\_\_\_\_ (date) between the Thamesmead Community Archive (TMCA), commissioned by Peabody and Thamesmead Arts and Culture Office (TACO!), and you (“CONTRIBUTOR”)

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Phone** \_\_\_\_\_

I, the CONTRIBUTOR confirm that I consented to take part in the recording (including, where used, photography and/or video) and hereby assign to TMCA all copyright in my contribution for use. I understand that this will not affect my right to be credited as the author in any usage of the recording.

The interview will become part of the TMCA collection and the TMCA will safely store all data, as protected by the Data Protection Act 2018.

**By signing below, both parties indicate acceptance of the Agreement.**

By or on behalf of the CONTRIBUTOR

**Signed** \_\_\_\_\_

**Name** \_\_\_\_\_

**Date** \_\_\_\_\_

By or on behalf of the TMCA

**Signed** \_\_\_\_\_

**Name** \_\_\_\_\_

**Date** \_\_\_\_\_



## Oral History Recording Agreement

The purpose of this agreement is to ensure that your contribution is added to the holdings of the Thamesmead Community Archive (TMCA) in strict accordance with your wishes.

Material held by the TMCA is preserved in perpetuity as a public reference resource for use in research, education, lectures, publications (including Internet publication), and broadcasting.

This agreement concerns the interview recorded on: \_\_\_\_\_

I hereby confirm that I agreed to take part in the recording.

I hereby assign the copyright in my contribution to Thamesmead Community Archive. I understand that this does not affect my moral right to be identified as the 'performer' in accordance with the Copyright, Design and Patents Act 1988.

**OR:** If you wish to retain your copyright, please indicate below how we may use the recording.

Please state any other conditions on the use of your recordings here:

Interviewee's name in block capitals \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

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Interviewer's name in block capitals \_\_\_\_\_

Signature (on behalf of TMCA) \_\_\_\_\_

Date \_\_\_\_\_

This Agreement will be governed by and construed in accordance with English law and the jurisdiction of the English courts. All parties shall, by signing above, indicate acceptance of the Agreement.



## TMCA Contributor Agreement

This form explains the conditions under which you deposit material with the Thamesmead Community Archive to be made available for public access under a Creative Commons Attribution-Non-Commercial-Share-alike Licence.

In general terms, this means that anyone can view, share and republish the material so long as:

- Creators and contributors are acknowledged
- The material is only used for non-commercial purposes

The purpose of using this license is to ensure that the material is as accessible and widely-used as possible. For example, a school or other educational establishment will be able to make free use of the material, without the need for a separate licensing agreement.

The details of this Creative Commons License are at <http://creativecommons.org/licenses/by-ncsa/2.0/uk/>

Signing this form does not represent a transfer of ownership of rights from creators or contributors. In other words, copyright is not affected.

You may only submit material of which you hold copyright, or where you have obtained permission from all copyright holders to submit the material. You can retain the right to be identified as the creator of the material.

You may not submit material that is unlawful, obscene, distressing, harassing, defamatory, discriminatory or offensive. Peabody and TACO! moderators will have the final say in such matters.

You may not submit material that is malicious or harmful and could put other individuals at risk.

You may at any point request that your material is removed from the archive.

If you are under 16 and would like to make a contribution to the site, you must obtain your parent's, or legal guardian's permission each time you do so, and you must show them the contribution you wish to make for their approval.

You agree to assume full responsibility for the information you provide and you understand and agree that Peabody is not responsible or liable for any claim, loss or damage resulting from its use.



## Privacy Notice

### Who is responsible for your information?

Thamesmead Community Archive is commissioned by Peabody Trust and Thamesmead Arts and Culture Office (TACO!), they are the data controller for the purposes of any personal data held as part of this archive.

### How we use your information

Where the information you provide contains personal data this information will be used solely for historical research and archiving purposes and may be published on the Thamesmead Community Archive which will be available online.

### Our legal basis for processing the information you give us

We process the information you give us under the General Data Protection Regulation ("GDPR") on the basis of "legitimate interests". We consider that we have a legitimate interest in documenting the development of Thamesmead for historical/research/archiving purposes and that there is a wider social interest in publishing that information for the same purposes.

### Your Privacy Rights

You have several rights which we need to tell you about. If you would like to exercise these rights, please contact **Adriana Marques – [Adriana.Marques@peabody.org.uk](mailto:Adriana.Marques@peabody.org.uk)**

**Transparency:** You have the right to be informed about how we are using your data. If you think we are doing something with your information that we have not told you about in this Privacy Notice, you can object to this.

**Access:** You have the right to ask us what personal information we hold about you, and to request a copy.

**Objection/erasure:** You can object to the processing of your personal data and ask us to either remove it from publication on the archive or delete it completely from our records.

**Appeal:** If you are not satisfied with the way that we have dealt with your personal data, please let us know and we will try and resolve your concerns. If you are still not happy with our response, you have the right to appeal directly to the regulator – the Information Commissioners' Office <https://ico.org.uk>, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone: 0303 123 1113.