

Video Request Form

Return completed form to: chip.howard@gpc.edu. Requests must be made 10 business days in advance of the event being videoed. Requests made less than 10 business days to event will be considered on a case-by-case basis. **Any video requests involving minors MUST have signed release forms prior to event date.**

Project/Video Information

Date Submitted _____

Event/Project _____

Event/Project Description (please include what should be illustrated in your video)

Event/Project Date _____

Event/Project Time _____ AM PM All Day

Publication Deadline _____

Contact Information

Contact Name _____

Photo Subject _____

Phone Number _____

Cell Number _____

Email Address _____

Best time to call _____

Campus Information

Alpharetta Site, Building _____, Room/Suite _____

Clarkston Campus, Building _____, Room/Suite _____

Decatur Campus, Building _____, Room/Suite _____

Dunwoody Campus, Building _____, Room/Suite _____

Lakeside Site, Building _____, Room/Suite _____

Newton Campus, Building _____, Room/Suite _____

GPC College-wide/Off Campus Location: (please include address/city/state/zip) _____

Project/Video End Use

Chronicle

Loop

Web (please specify below)

Link to homepage | Secondary Page link | GPC Related Social Media

Other: _____

Project/Video Requested by

Name _____ Extension _____ Cell Phone _____

Email _____