

Sender (name and address)

Postal address:
Deutscher Bundestag
- Verwaltung -
Ref. ID 2 - Parlamentsarchiv
Platz der Republik 1

or by fax:
+ 49 30 / 227 36749

11011 Berlin

Agreement
to the Conditions of Use for Sound and Video Recordings
pursuant to Section 8 of the Regulations on the Use of the Parliamentary Archives
(Annex to the Archive Regulations of the German Bundestag) of 27 June 2008

- (1) The German Bundestag records plenary sittings, meetings of parliamentary bodies and special events held by the German Bundestag, and makes copies of these recordings available upon request.
- (2) The German Bundestag owns the usage rights to the recordings, held in the Parliamentary Archives, of plenary debates, committee meetings and special events.
- (3) Copies of recordings are made available free of charge to Members of the German Bundestag for the purpose of exercising their mandate, and to employees of the Members, the parliamentary groups and the Administration of the German Bundestag for official purposes. The same applies to copies made within the framework of rendering administrative assistance to other authorities.
- (4) In the case of copies for other purposes not specified in paragraph (3), or for external use, a user charge must be paid. This is based on an overview of costs drawn up by the Parliamentary Archives. The copies may be used for the purpose of reporting on parliament in the following contexts:
 - Publication in the press
 - Publication in print media
 - Use in film and on television, and
 - Online and multimedia publications.They may also be used for private, non-commercial purposes and for non-commercial purposes relating to civic education. Any other use for commercial purposes, in particular for advertising purposes, is prohibited.
- (5) Any editing, alteration or manipulation of the images and/or sound other than colour correction, cropping and resizing is permissible only with the prior written consent of the German Bundestag. Equally, the image/sound may not be reproduced out of context.
- (6) Any distortion of the recordings, in image, text or any other form, using conventional or electronic tools, is prohibited. The user is responsible for the caption.
- (7) The media are, in particular, obliged to comply with the journalistic principles of the German Press Council (Press Code). Permission to use the image and sound material

does not imply that the persons pictured, the holders of the rights to works pictured or of trademarks or other property rights have given their consent to public reproduction. The user is responsible for obtaining the consent of third parties necessary in individual cases. The user must respect the personal rights, copyright, trademarks and other property rights of the persons, works, objects or signs pictured. If such rights are not respected, the user alone is liable to third parties.

- (8) When using the image or sound material, the source “German Bundestag” must be cited. This also applies in the case of electronic publications such as Internet sites, for example. The German Bundestag reserves the right to require that more extensive information be given.
- (9) The copying of recordings may be restricted or denied if this is necessary on conservational, legal or capacity grounds.

The charges are based on the “Overview of charges for the reproduction of archive materials in the Parliamentary Archives of the German Bundestag” of 6 May 2008 (excerpt):

Copying	up to 15 mins	€15
	up to 30 mins	€30
	each additional 15 mins	€15
Recording medium / data carrier		
Audio compact cassette	Per item	€2
DAT cassette	Per item	€6
CD-ROM	Per item	€0.50
VHS	Per item	€3.50
Betacam SP	Per item	€30
Digital Betacam		
Play time up to 60 mins	Per item	€30
Play time up to 90 mins	Per item	€45
Play time up to 120 mins	Per item	€60
DVD –R	Per item	€0.50
DVD –RW	Per item	€2.50

The invoice will be sent to the above address on completion of the order.

Declaration:

I have noted the conditions of use for sound and video recordings and agree to be bound by them, including the charges set out therein.

(Place, date)

(Signature)