



MEDIA REQUEST FORM

Contact person (Name, Phone, Email)	
Outlet/affiliation	
Outlet description	<input type="checkbox"/> Print newspaper <input type="checkbox"/> Online newspaper <input type="checkbox"/> Magazine <input type="checkbox"/> Website/blog <input type="checkbox"/> TV <input type="checkbox"/> Radio <input type="checkbox"/> Other:
Request type	<input type="checkbox"/> Interview <input type="checkbox"/> Content <input type="checkbox"/> Image <input type="checkbox"/> Video <input type="checkbox"/> Photography <input type="checkbox"/> Filming <input type="checkbox"/> Press release <input type="checkbox"/> Other:
Context of request (i.e. how will this be used? What is the article/programme about?)	
Object/interviewee/content description	
Proposed shoot/interview location (i.e. gallery #3, atrium)	
Interview questions	
PLEASE USE SEPARATE SHEET IF NECESSARY	
Date of broadcast/publication:	
Proposed shoot date & time/deadline	



Approximate time required for shoot/interview	
Size of crew, including producers, presenters and cast: <i>Please send complete crew list, ID copies and vehicle license plate numbers</i>	
Equipment: Lighting (include type and wattage): Additional equipment (i.e. tripods, weights, etc.): PLEASE USE SEPARATE SHEET IF NECESSARY	
Additional comments	

Equipment will be checked on the day of the shoot to ensure that all items correspond with provided list.

- I acknowledge receipt and my full agreement of all terms stated in the Museum of Islamic Art Guidelines for Filming and Photography, and confirm that the information supplied above regarding equipment to be used for the project will be as stated. I assume full liability of damage to any work of art on loan to or in the permanent collection of the Museum of Islamic Art, as a result of my negligence or the negligence of my crew while completing this project.

Please send this form to TeamPressOffice@qm.org.qa