

## **Filming and photography within the Arts and Social Sciences Library**

Students and staff wishing to use the Arts and Social Sciences Library building as a location for filming or photography should note the following:

1. All requests must be submitted in advance to the Press Office and notification received prior to the date of the filming or photoshoot.
2. Filming must not block key fire exit routes which include outside the front of the library and the library entrance foyer.
3. Filming must not disturb students using the Library, or take up space in high demand areas. Filming timing must be subject to Library operational requirements.
4. Library management reserve the right to withdraw permission for filming if other library users are being disturbed.