



MODEL A

**AL DIRETTORE GENERALE
MUSEO E REAL BOSCO DI CAPODIMONTE
VIA MIANO 2 – 80131 NAPOLI**

PROT. N _____ delivered on the _____

OBJECT: DEMAND CONCERNING THE RIGHT TO FILM AND TAKE PICTURES FOR REASONS OF STUDY

The undersigned

Born in _____

Domiciled at (full address) _____

Tel _____

Email address _____

Profession _____

REQUESTS

The permission to film and take pictures for reasons of study, of the following works of art:

Members of the crew

With the following means:

For the following reasons

In the following day(s)

Expected hours:

DECLARES

To be fully acknowledged:

- that the reproduction of a cultural good is subject to the payment of charges and fees fixed by the Tariffs policy regarding Cultural Goods (Beni Culturali)
- that the pictures realised for a strictly private reason (for instances reasons of study) is exempted of charges if the demand is accepted by the Administration. That whatever other type of use is subject to the payment of a charge as explained by the law of January the 14th 1993, n. 4, and the D.M. of April 8th of 1994, and must be previously authorized by the administration;
- that no unauthorized use, made out of the initial request, can possibly be legitimate without a written authorization of the Administration.

IS WILLINGLY COMMITTED

- to not divulge, communicate, publicize and sell to the public the reproductions which received an authorization. The violation of such a commitment will lead to the refusal of any other kind of request made by the claimant and the exclusion from the State's cultural institutes (soprintendenza, museums, archives, libraries). The violation of this commitment will also lead to the application of the sanctions specified by the law according to the degree of the violation;
- to send to the Administration copies of the pictures or videos realized;

The Ministero per i Beni e le Attività Culturali e del Turismo - Museo e Real Bosco di Capodimonte is exempted from any kind of responsibility regarding the damages that could possibly be caused by the people and the things during the realisation of the reproductions inside the State's institutes.

Information pursuant to art. 13 of EU Regulation 2016/697 (also known as "GDPR")

According to the provisions of art. 13 of EU Regulation 2016/679, we specifically inform you that:

1. Pursuant to art. 13, co.1, lett. c) the data provided will be processed for the following purposes: consent to the filming and / or television coverage referred to in this Request and collection of fees for the reproduction of images of artistic works owned by the Ministry of Cultural Heritage and Activities and Tourism, as required by the Law on copyright (Law 633/1941 and s.m.i) and Decree of the Museum of Capodimonte n. 17 of 21.3.2016;

2. The processing will be carried out in paper and electronic format and the data provided will be kept by the Museum and Royal Park of Capodimonte for five years;

3. Pursuant to art. 13, co. 2, lett. b) and d) of the EU Reg. 2016/679 at any time the person concerned may exercise his rights towards the data holder (as identified below), eventually requesting access, rectification, deletion of the processed data, or the limitation of processing in addition to the right to the transference of the data to another holder, furthermore, he may at any time propose a complaint to a competent Supervisory Authority;

4. For the purposes of presenting the Request, the conferment is mandatory, as required by art 13. co.2, lett. e) of the EU Reg. 2016/679;

5. The data may be communicated to the Ministry of Economy and Finance or otherwise to other control bodies of the requesting structure, based on the legitimate requests received;

6. As per the Decree of 26.05.2018 n. 255 (Prot. MIBACT-UDCM Rep. Decrees) The Data Holder is the Ministry of Heritage, Cultural Activities and Tourism – MIBACT;

7. As per the Decree of 24.5.2018 n. 252 (Prot. MIBACT-UDCM Rep. Decrees) the Data Holder is the Museum and Royal Park of Capodimonte who has appointed the Next-Era Prime S.p.a, and as Data Processor in charge of internal data processing Dr. Vincenzo Avolio (mail: mu-cap.privacy@beniculturali.it).

DATE

THE CLAIMANT

THE CLAIMANT

TAKING NOTICE

of all the duties linked to the request;

WE AUTHORIZE

The reproductions made during the scheduled days, places and with the scheduled means

DATE

IL DIRETTORE GENERALE

For acceptance
