Guidelines for Filming at the Dedman Center for Lifetime Sports

Submitted prior to filming
- A person filming for any purpose will need to submit this form for approval and signature a minimum of 3 business days prior to filming to Echo Dickerson, Facility Coordinator, Dedman Center for Lifetime Sports, or through email at edickerson@smu.edu. This signed form must be presented to the front desk staff on the day of filming for filming access to be granted.

Submitted after filming
- A Consent for Publication of Photograph form must also be completed, and signatures must be obtained from every person being filmed. This form can be found at: http://smu.edu/recsports/dedman/forms/PhotoConsent%20%20MASTER.pdf. This form must be submitted to Echo Dickerson directly after the filming takes place. The form may be handed to the front desk staff for mailbox delivery.

In the absence of Echo Dickerson, another facility manager may be contacted for approval. Arrangements can be made by contacting Tracy Veliz, Assistant Director of Facilities, at tveliz@smu.edu.

Date Today: ____________________________
Name: ____________________________ Email Address: ____________________________
Phone: ____________________________
Date of Filming: ____________________________ Time Frame: ______________________ a.m. / p.m.

Location of filming requested:
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Please provide a description of the filming equipment that will be carried into Dedman:
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Approval Signature: ____________________________ Date: ____________________________

Echó Dickerson – Facility/Events and Reservations Coordinator

Any non-SMU personnel will need to be identified prior to gaining permission and access into the facility and the $10 guest fee must be paid.