

Oral History Consent Form

A record of what the speaker agreed to, kept with the recording. Two copies are signed. One stays with the speaker.

1. THE RECORDING

SPEAKER

RECORDED BY

ON BEHALF OF (ORGANIZATION OR PROJECT, IF ANY)

DATE

PLACE

COMMUNITY OR NATION, IF THE SPEAKER NAMES ONE

TERRITORY, IN THE SPEAKER'S OWN WORDS

Recorded as: ☐ Audio ☐ Video ☐ Photographs

2. THE SPEAKER'S RIGHTS WHILE RECORDING

1. You do not have to answer any question. Say so and we move on.
2. You may pause or stop at any time, for any reason, without giving one.
3. You may ask for any part of the recording to be taken out afterwards.
4. You may hear or watch the recording before anything is done with it.
5. You may approve any quotation of your words before it is made public.

Initialed by the speaker: _____

3. WHO HOLDS THE RECORDING

HELD BY

A COPY IS DEPOSITED WITH

4. WHO MAY HEAR IT

☐ Only the people named below ☐ The speaker's family ☐ The speaker's community ☐ Anyone

NAMES, IF ACCESS IS LIMITED TO NAMED PEOPLE

5. HOW THE SPEAKER IS NAMED

☐ My name may be used ☐ My community and Nation may be named ☐ Do not identify me

USE THIS NAME INSTEAD

6. WHAT MAY BE DONE WITH IT

Mark one column in every row. A blank row is not a yes, it means somebody has to go back and ask. Until the speaker says otherwise the recording stays private.

USE	YES	ASK FIRST	NO
Copies provided to the family	☐	☐	☐
Kept in the community archive	☐	☐	☐
Teaching and language learning in the community	☐	☐	☐
Shown at community gatherings or exhibits	☐	☐	☐
Used in a film, video or public presentation, including short clips	☐	☐	☐
Published online or on social media	☐	☐	☐
Used to improve the software that made the recording	☐	☐	☐

7. RESTRICTIONS

Passages to be closed, names not to be repeated, a date before which nothing may be shared.

8. IF THE SPEAKER CANNOT BE REACHED

Decisions pass to the person named here, who may grant further permissions but may not remove the limits set in sections 4 to 7.

NAME

RELATIONSHIP TO THE SPEAKER

TELEPHONE OR EMAIL

IF THEY CANNOT BE REACHED, DECISIONS PASS TO

☐ The family ☐ The community

9. CHANGING YOUR MIND

The speaker may change any answer on this form, or withdraw it entirely, at any time, by contacting _____ at _____. Their wishes are followed for anything not already published. Something already published in good faith may not be possible to withdraw.

10. OWNERSHIP

This recording belongs to the speaker, and through them to their community. Signing this form does not transfer it or give it away. It permits the uses marked in sections 4, 5 and 6 and nothing beyond them. Whoever holds the recording is responsible for keeping it safe and for honouring every limit set out here.

Where a form names the principles of ownership, control, access and possession, OCAP® is a registered trademark of the First Nations Information Governance Centre. Naming them describes how material is handled. It is not a claim of certification.

11. SIGNATURES

SPEAKER

DATE

TELEPHONE, EMAIL, AND A MAILING ADDRESS FOR COPIES

PERSON RECORDING

DATE

Keep this form with the recording, and give the speaker a separate one-page sheet naming every service that will handle it, where it is, how long it keeps a copy, and whether it trains on the material. Kept outside the signed form, that sheet can be reissued when a tool changes without anyone signing again. This form is a starting point, not legal advice; where an institution, a Nation or a funder has its own consent process, use theirs. [storyseeker.app](#)