



Włączamy w kulturę filmową
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RULES AND REGULATIONS

of Educational Programmes of the FILMFORUM Association

I. Preamble

§1

1. An **Educational Programme** is an organised and substantively coherent set of activities, content and teaching methods, designed to provide education or develop skills within a specified period of time.
2. In pursuit of the objectives set out in its Statutes, the FILMFORUM Association, with its registered office at: ul. gen. Władysława Andersa 35, 00-159 Warsaw, Poland, NIP (Tax Identification Number): 778-141-37-39, REGON (National Official Business Register): 634536362, KRS (National Court Register): 0000178435 (hereinafter referred to as the **Organiser**), conducts educational activities in accordance with the international standard ISO 21001, which specifies requirements for Educational Organisation Management System (EOMS).
3. Within the scope of its statutory objectives and the manner of their implementation, including educational activities (PKD Section 85), the **Organiser** may conduct free-of-charge and paid public benefit activities in the form of **Educational Programmes** as defined in article 1, paragraph 1 of these **Rules and Regulations of Educational Programmes**.
4. The **Rules and Regulations of Educational Programmes** (hereinafter referred to as the **Rules and Regulations**) set out the general principles for the organisation of **Educational Programmes** as adopted by the **Organiser**.
5. Detailed information regarding each **Educational Programme** shall be determined on a case-by-case basis by the Management Board of the FILMFORUM Association in an individual **Educational Programme Sheet**, in accordance with the template set out in ANNEX NO. 1 to these **Rules and Regulations**, and adopted by way of a resolution of the Management Board.
6. Where the FILMFORUM Association acts as a Co-organiser or Partner of an **Educational Programme** organised by another entity, the rules and regulations adopted by the organiser of that Programme shall take precedence. In such instances, these **Rules and Regulations** shall constitute an annex to the rules and regulations issued by the entity responsible for the organisation of the Programme and shall apply to all Participants in the Programme recruited by the **Organiser**.

§2

Educational Programmes comply with the requirements of the ISO 21001 standard and are implemented in accordance with the provisions of the following policies and standards in force at the FILMFORUM Association:

1. Quality Policy:
https://filmforum.pl/download/dokumenty/quality_policy.pdf
2. Personal Data Processing Policy:
<https://filmforum.pl/en/personal-data-processing-policy/>
3. Child Protection Policy and Procedures:
https://filmforum.pl/download/dokumenty/child_safeguarding_policy_and_procedures.pdf
4. the regulations governing grant and funding programmes under which the respective **Educational Programmes** have been financed.

§3

1. The FILMFORUM Association holds all economic copyrights to the formula and the didactic, substantive and artistic concept of the **Educational Programmes**.
2. The **Organiser** invites public, social and private entities to participate in the organisation of **Educational Programmes**, where they intend to contribute in kind and/or financially to the preparation and implementation of such **Programmes**.
3. The **Organiser** may grant the status of "Co-organiser" or "Partner" to organisations and institutions making a particularly significant contribution to the organisation of the **Educational Programmes**.

§4

1. The **Educational Programme Coordinator**, as designated in the individual **Educational Programme Sheet**, shall be responsible for all matters relating to the preparation and conduct of the **Educational**



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Programme. The Coordinator is appointed by the Management Board of the FILMFORUM Association and shall have the casting vote in any disputes, matters not covered by these **Rules and Regulations**, or issues requiring additional interpretation.

2. The **Educational Programme Administrator**, as designated in the individual **Educational Programme Sheet**, shall be responsible for the organisational activities related to the preparation, implementation and evaluation of an **Educational Programme**. The Administrator is appointed by the Management Board of the FILMFORUM Association.

§5

The rules for participation in **Educational Programmes** are determined solely by these **Rules and Regulations** and the individual **Educational Programme Sheet**. Any promotional and advertising materials are for information purposes only.

II. Rules for Recruitment to Educational Programmes

§6

1. Any person who meets the criteria set out in the **Educational Programme Sheet** (hereinafter referred to as the "**Participant in the Educational Programme**") and who submits to the **Organiser** an electronic **APPLICATION FORM**, the template of which is set out in ANNEX NO. 2 to these **Rules and Regulations**, together with any other required attachments specified in the **Educational Programme Sheet**, may apply to participate in an **Educational Programme**.
2. The formal requirement for applying to participate in an **Educational Programme** is the submission of the electronic **APPLICATION FORM** to the **Organiser** by the strict deadline specified in the **Educational Programme Sheet**.

§7

Application for participation in an **Educational Programme** shall be made as follows:

1. The **APPLICATION FORM** must be duly completed via the application system available on the **FILMFORUM.PL** website (under the "**SUBMISSIONS**" tab).
2. Upon completion and submission of the **APPLICATION FORM** via the FILMFORUM.PL application system, a generated PDF file shall be sent to the email address of the **Participant in the Educational Programme** provided in the **APPLICATION FORM**.
3. In the case of **Educational Programmes** open to minors, the **APPLICATION FORM** shall be completed and signed on their behalf by their parents or legal guardians.
4. No hard-copy documents are required at the recruitment stage for participation in the **Educational Programme**.

§8

The **Organiser** shall not be held liable for **APPLICATION FORMS** that fail to be delivered or are delivered late due to circumstances beyond its control (e.g. delays by delivery service providers or technical failures).

§9

The **Participant in the Educational Programme** shall bear full responsibility for the accuracy of the data provided in the **APPLICATION FORM**. Providing false, illegible or incomplete personal data, or the failure to provide such data altogether, shall result in exclusion from participation in the **Educational Programme**.

§10

1. The number of places available in the **Educational Programmes** is limited.
2. The selection of **Participants in the Educational Programme** is conducted by a **Qualification Committee** consisting of experts appointed by the Management Board of the FILMFORUM Association.
3. Information regarding the recruitment results will be sent via e-mail to the address provided in the **APPLICATION FORM** to all persons who have applied to participate in the **Educational Programme**, within the timeframe specified in the **Educational Programme Sheet**.
4. Information on the selection results may also be obtained by telephone after the date specified in the **Educational Programme Sheet**.



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§11

1. **Participant in the Educational Programme** who has been selected for participation is required to sign the **APPLICATION FORM** and submit it to the **Organiser**, together with any other required attachments specified in the **Educational Programme Sheet**, within the strict deadline set out in the **Educational Programme Sheet**, in electronic or hard copy form, in accordance with one of the following procedures:
 - a. in electronic form – via e-mail:
The **APPLICATION FORM** must be signed with a qualified electronic signature and subsequently delivered to the following email address:

info@filmforum.pl
(entering the name of the Educational Programme in the "subject" field)
 - b. in electronic form – via e-Delivery box:
The **APPLICATION FORM** must be signed with a qualified electronic signature and subsequently delivered to the registered electronic delivery address (e-Delivery):

AE:PL-27078-77264-USEJH-27
(entering the name of the Educational Programme in the "subject" field)
 - c. in hard-copy form:
The **APPLICATION FORM** must be printed and signed, then delivered to the following address:

FILMFORUM Association
ul. gen. Władysława Andersa 35
00-159 Warsaw, Poland
name of the Educational Programme:
(postmark date applies)
2. Each **Participant in the Educational Programme** selected for participation is required to:
 - a. pay a **Security Deposit** in the amount specified in the **Educational Programme Sheet** – in the case of free-of-charge **Educational Programmes**,
 - b. pay **Tuition Fees** in the amount specified in the **Educational Programme Sheet** – in the case of paid **Educational Programmes**.
3. The **Security Deposit/Tuition Fees** must be paid by the date specified in the **Educational Programme Sheet** into the **Organiser's** bank account or in any other manner indicated in the **Educational Programme Sheet**.
4. Final confirmation of participation in the **Educational Programme** shall be subject to:
 - a. the timely submission by the **Participant in the Educational Programme** of the **APPLICATION FORM** referred to in article 11, paragraph 1, together with any other required attachments specified in the **Educational Programme Sheet**,
 - b. the timely payment by the **Participant in the Educational Programme** of the **Security Deposit/Tuition Fees** in accordance with article 11, paragraphs 2-3.
5. In the case of free-of-charge **Educational Programmes**, the **Security Deposit** shall be refunded within 60 days of the conclusion of the **Educational Programme** to the bank account specified by the **Participant in the Educational Programme** in the **APPLICATION FORM**, provided that the **Participant** has actively participated in the full schedule of the **Educational Programme** and has not breached any of the conduct regulations set out in Section III of these **Rules and Regulations**.
6. In the event of a **Participant in the Educational Programme** withdrawing from a free-of-charge **Educational Programme**, the **Participant's** absence from classes scheduled within the free-of-charge **Educational Programme**, or a breach of any of the conduct regulations set out in Section III of these **Rules and Regulations**, the **Security Deposit** shall be treated as a donation towards the **Organiser's** statutory activities (not forming part of the **Educational Programme's** budget) and shall be non-refundable.
7. In the case of paid **Educational Programmes**, the **Tuition Fees** are non-refundable.
8. In exceptional circumstances, the **Organiser** may exempt a **Participant in the Educational Programme** from the obligation to pay the **Security Deposit/Tuition Fees**. A request for exemption from the obligation



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to pay the **Security Deposit/Tuition Fees** should be submitted to the **Organiser** in writing, attached to the **APPLICATION FORM**, and duly substantiated.

9. The decision to exempt a **Participant in the Educational Programme** from the obligation to pay the **Security Deposit/Tuition Fees** shall be made by the **Organiser** upon consideration of the written request referred to in article 11, paragraph 8.
10. The **Organiser** may decide to waive the requirement to collect the **Security Deposit/Tuition Fees** from **Participants in the Educational Programme** or to waive the requirement for **Participants in the Educational Programme** to submit signed **APPLICATION FORMS**.

III. Conduct regulations:

§12

Applying for participation in **Educational Programmes** implies unconditional agreement to the provisions of these **Rules and Regulations** and full acceptance of the terms set out in the **Educational Programme Sheet** and the required attachments.

§13

In matters not regulated by these **Rules and Regulations**, the provisions of the Civil Code, the Act on Copyright and Related Rights, and other generally applicable laws shall apply.

§14

Educational Programmes do not constitute a form of leisure or recreation for children and young people within the meaning of the Act of 7 September 1991 on the Education System, nor do they constitute any form of tourism activity within the meaning of the Act on Package Travel and Linked Travel Arrangements of 1 July 2018. The **Organiser's** sole scope of activity is the organisation of educational activities, and any forms of support provided to **Participants in the Educational Programmes** in relation to travel, accommodation and catering, which may accompany the implemented activities, are solely ancillary activities commissioned from and performed by authorised external entities.

§15

During the **Educational Programme**, the **Participant in the Educational Programme** has the right to:

1. participate in the events included in the **Educational Programme** schedule;
2. submit their own proposals regarding the **Educational Programme**;
3. receive valuable feedback on their educational achievements within the **Educational Programme**;
4. receive support from the teaching and organisational staff of the **Educational Programme**;
5. have their views and beliefs respected;
6. have their personal freedom and personal space respected;
7. receive a certificate confirming the competences acquired as part of the **Educational Programme**.

§16

During the **Educational Programme**, the **Participant in the Educational Programme** is obliged to:

1. participate in all classes (lectures, meetings, practical exercises and accompanying events) provided for in the **Educational Programme** schedule;
2. participate in the evaluation of the **Educational Programme**;
3. arrive on time for classes,
4. ensure their own safety and the safety of other **Participants in the Educational Programme**;
5. maintain high personal standards of conduct and show respect for the views and beliefs of other **Participants in the Educational Programme**, as well as the teaching staff and the organisational team implementing the **Educational Programme**;
6. show respect towards other **Participants in the Educational Programme**, the teaching staff, and the organisational team implementing the **Educational Programme**;
7. respect the freedom and personal space of other **Participants in the Educational Programme**, the teaching staff, and the organisational team implementing the **Educational Programme**;
8. observe quiet hours when using the provided accommodation;
9. maintain cleanliness within the premises and spaces where the **Educational Programme** is held;
10. strictly adhere to the internal house rules of the facilities and the terms of use for any provided equipment and devices.



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§17

1. **Educational Programmes** are initiatives focused on equal treatment and the inclusion of representatives from backgrounds with fewer opportunities, as well as the promotion of gender equality and tolerance for ethnic, cultural and ideological diversity.
2. Any form of discrimination, disrespect or violation of the personal autonomy of **Participants in the Educational Programme** will be treated as a serious breach of these **Rules and Regulations** and may result in disciplinary expulsion from the **Educational Programme**.
3. Any breach of the **Rules and Regulations** may be reported to the **Educational Programme Coordinator**, while maintaining the right to anonymity and discretion.

§18

During the **Educational Programme**, **Participants in the Educational Programme** are strictly prohibited from:

1. possessing or consuming alcohol, drugs, or other psychoactive substances;
2. resorting to physical or psychological violence.

§19

1. The **Organiser** shall not be held liable for any valuable items or equipment brought to the **Educational Programme** premises by the **Participant in the Educational Programme**, nor for any luggage stolen, lost, or damaged due to a lack of due diligence on the part of the **Participant in the Educational Programme**.
2. The **Participant in the Educational Programme** shall bear material (financial) liability for any damage caused by them during their participation in the **Educational Programme**.
3. The **Organiser** assumes no responsibility for the improper use of software or applications provided to **Participants in the Educational Programmes**, nor for the use of any software other than that recommended by the **Organiser**.
4. In the case of **Educational Programmes** conducted away from the **Participant's** place of residence, **Participants in the Educational Programmes** staying in provided accommodation should inform the **Organiser** of any departures from the premises after 10.00 pm.

IV. Additional information

§20

1. All outcomes of the **Educational Programmes**, including film materials, photographs and multimedia presentations created by **Participants in the Educational Programme** during the **Educational Programme**, shall remain the property of the **Organiser** and will be made available under a "free licence".
2. The **Participant in the Educational Programme** consents to the promotion of their artistic work created as part of the **Educational Programme** by including their portfolio, jingle, or any other audiovisual work (including the entirety of the film material produced within the **Educational Programme**) to promote the mission and educational objectives of the **Organiser** through television and radio broadcasting, audiovisual and printed publications, and the Internet.

§21

1. By applying to participate in the **Educational Programme**, the **Participant in the Educational Programme** consents to the free-of-charge use of their image recorded in film and photographic materials produced within the **Educational Programme**, for non-commercial activities related to the promotion and dissemination of the **Organiser's** objectives, including broadcasting on television and radio, publication in audiovisual and printed publications, and distribution via the Internet.
2. The **Participant in the Educational Programme** grants the **Organiser** (FILMFORUM Association, with its registered office at: ul. gen. Władysława Andersa 35, 00-159 Warsaw, Poland, NIP: 778-141-37-39, REGON: 634536362, KRS: 0000178435) permission for the non-commercial publication of their image without time limitation and authorises the **Organiser** to make available film and photographic materials featuring their participation in publications, online services and public film screenings, for the purpose of promoting the artistic, educational and preventive outcomes of the **Educational Programme**.
3. The **Organiser** holds the right to manage the rights to film and photographic materials produced within the **Educational Programme** in the following scope:
 - a. cinema exploitation and rental for non-profit screenings in cinemas or other public venues, or for non-profit playback using a projector and screen,



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- b. any public playback and screening,
- c. presentation on television broadcasters and on the Internet;
- d. any recording and reproduction (including entry into the memory of a computer or other device) on storage media, using digital techniques, discs, computer media, and any other recording and memory media – if necessary to enter the recordings of film and photographic materials, or parts thereof, into computer memory,
- e. presentation in cinemas, at fairs, exhibitions, festivals or competitions, for research, demonstration or inspection purposes, and as part of social education and prevention activities,
- f. the right to make copies on all types of image and/or sound carriers for audiovisual and sound exploitation purposes and to rent them for non-profit public playback on all types of playback devices,
- g. transmission of excerpts in programme previews;
- h. granting further sublicences to partners and co-organisers of the Educational **Programme**.

§22

1. The **Participant in the Educational Programme** consents to the processing and presentation of personal data for purposes necessary to carry out the recruitment process and participation in the **Educational Programme**, in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).
2. The controller of personal data referred to in article 22, paragraph 1 is the **Organiser** (FILMFORUM Association, with its registered office at ul. gen. Władysława Andersa 35, 00-159 Warsaw, Poland, entered into the National Court Register by the District Court for the Capital City of Warsaw in Warsaw, 12th Commercial Division of the National Court Register under KRS number 0000178435, NIP: 778-141-37-39, REGON: 634536362).
3. The **Organiser**, as the data controller, may be contacted in writing by traditional post at the following address: ul. gen. Władysława Andersa 35, 00-159 Warsaw, Poland, or by e-mail at: rodo@filmforum.pl.
4. The **Organiser** has appointed a Data Protection Officer who can be contacted in writing by traditional post at: ul. gen. Władysława Andersa 35, 00-159 Warsaw, Poland, or by e-mail at: rodo@filmforum.pl.
5. In connection with the processing of personal data, the **Participant in the Educational Programme** has the right to:
 - a. request access to their personal data from the **Organiser**,
 - b. request the rectification of their personal data from the **Organiser**,
 - c. request the erasure of their personal data from the **Organiser**,
 - d. request the restriction of processing of their personal data from the **Organiser**,
 - e. object to the processing of their personal data,
 - f. data portability,
 - g. lodge a complaint with a supervisory authority.

§23

Detailed information regarding the **Educational Programmes** is provided by the Organisational Office:

FILMFORUM Association
ul. gen. Władysława Andersa 35
00-159 Warsaw, Poland
ph.: +48 22 392 03 21
e-mail: info@filmforum.pl

§24

These **Rules and Regulations** and the **Educational Programme Sheets** are available on the **Organiser's** website at www.filmforum.pl.

The Management Board of the FILMFORUM Association



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ANNEX NO. 1
to the Rules and Regulations of Educational Programmes
of the FILMFORUM Association

TEMPLATE
Educational Programme Sheet

Name of the Educational Programme:

Duration:

Mode: full-time / weekend / part-time

Number of hours: teaching hours (45 minutes), clock hours (60 minutes)

Location:

Co-organisers:

Partners:

Educational Programme Objectives:

Tasks of Participants in the Educational Programme:

Working methodology:

Intended learning outcomes:

- Knowledge:
- Skills:
- Social competences:

Assessment criteria / completion requirements:

- attendance at classes: minimum %
- coursework (practical/theoretical) in the form of:
- final examination
- participant self-assessment
- other:

Format of the Educational Programme:

- in-person
 - lecture-based: lecture / masterclass / presentation / case study / screening / other:
 - active learning: workshop / discussion / outdoor film session / pitching / exercises / group work / peer-to-peer learning / consultations / tutoring / job shadowing / site visit / networking / feedback session / other:
- online:
 - lecture-based: streaming / recorded session / webinar / tutorial / other:
 - active learning: meeting / breakout rooms / collaborative work on cloud-based tools / Q&A / e-coaching / consultations / other:



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Language of the Educational Programme:

Additional benefits for the Participants in the Educational Programme:

- assistance in arranging catering - breakfast
- assistance in arranging catering - lunch
- assistance in arranging accommodation
dates:
rooms:
- insurance
- assistance in arranging travel to/from the Educational Programme venue
- other:
.....

Age range of Participants in the Educational Programme:

Profile of Participants in the Educational Programme:

Additional requirements for Participants in the Educational Programme:

Additional annexes required for the Application Form:

Application deadline:

Announcement of recruitment results:

Waiver of Tuition Fee/ Security Deposit:

- yes
- no

Waiver of the requirement to provide a signed Application Form:

- yes
- no

Fees:

- paid Educational Programme
Tuition Fee amount:
- free-of-charge Educational Programme
Security Deposit amount:
- non applicable

Method of payment for Tuition Fee/ Security Deposit:

- bank transfer
account details:



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- electronic payment
detailed information:
- non applicable

Deadline for submission of the signed Application Form (applicable only to Participants in the Educational Programme who have been selected):

Deadline for payment of Tuition Fee/Safety Deposit:

Educational Programme Coordinator:
(name, surname, position, contact details)

Educational Programme Administrator:
(name, surname, position, contact details)

Attachments:
- mandatory:
- optional:

The Educational Programme Sheet constitutes an integral part of the Rules and Regulations of Educational Programmes of the FILMFORUM Association.



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ANNEX NO. 2
to the Rules and Regulations of Educational Programmes
of the FILMFORUM Association

TEMPLATE
APPLICATION FORM
available on FILMFORUM.PL/EN/SUBMISSIONS/

1. Participant in the Educational Programme - Basic Information

- ✓ Select the application type [single-choice answer: "a" or "b" – if option "b" is selected, the fields containing the parent's or legal guardian's details must be completed]
 - a. participant over the age of 18
 - ✓ details of the Participant in the Educational Programme*
 - b. participant under the age of 18 (in this case, the form shall be completed by a parent or legal guardian)
 - ✓ parent's or legal guardian's details (name and surname, email address, telephone number),
 - ✓ details of the Participant in the Educational Programme*
- * details of the Participant in the Educational Programme*
 - ✓ Pronouns [she/her, he/him, other – if "other" is selected, an additional field must be filled in]
 - ✓ Name and surname (as stated in identity document)
 - ✓ Preferred form of address (enter the form that will appear on your badge)
 - ✓ Email address
 - ✓ Telephone number
 - ✓ Bank account number for deposit refund (applicable to free-of-charge Educational Programmes)
 - ✓ Date of birth [dropdown list in the format: day, month, year]
 - ✓ Place of work / study
 - ✓ Place of residence [country, city / town and postal code]
 - ✓ Nationality
 - ✓ Social media [optional field]
During the workshops, we will publish updates and posts on our social media channels. If you would like us to tag your profile in Instagram posts and stories, please provide your username (e.g. @filmforum.pl).
- ✓ Do you have any access needs and require reasonable adjustments from us, e.g. due to wheelchair use, visual impairment, hearing impairment, neurodivergence, or other circumstances? [single-choice answer: "yes" or "no" – if "yes" is selected, the following additional field must be filled in: Please briefly describe your needs so that we can ensure your full comfort during participation in the Educational Programme.]



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- ✓ Preferred contact method [email, SMS message, telephone call]
- ✓ Voucher (optional) – voucher number entitling participation in the Educational Programme on preferential terms

2. Source of information

- ✓ How did you hear about the Educational Programme? [multiple-choice question: FILMFORUM Instagram post, FILMFORUM Facebook post, Facebook event, FILMFORUM website, school visit, poster, electronic school register, from friends, newsletter, other – if “other” is selected, an additional text field appears to be filled in]

3. Consents

- ✓ Agreement to the Rules and Regulations (**mandatory**)
I confirm that I have read the Rules and Regulations of Educational Programmes of the FILMFORUM Association and agree to their provisions.
- ✓ Consent to the Processing of Personal Data (**mandatory**)
I consent to the processing and presentation of my personal data for the purposes necessary to carry out the recruitment process and participation in the Educational Programme, in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).
- ✓ Consent for the Use of Image (**mandatory**)
Submission of an application for participation in the Educational Programme constitutes consent to the free-of-charge use of the image of the Participant in the Educational Programme, recorded in film and photographic materials produced within the Educational Programme, for non-commercial activities related to the promotion and dissemination of the Educational Programme’s objectives, including broadcasting on television and radio, publication in audiovisual and printed publications, and dissemination via the Internet, in accordance with the provisions of the Rules and Regulations of Educational Programmes of the FILMFORUM Association.
- ✓ Consent to Personal Accident Insurance (**optional**)
- ✓ Consent to the Disposal of Rights to Film and Photographic Materials (**mandatory**)
The Participant in the Educational Programme grants the Organiser the right to dispose of the rights to film and photographic materials produced within the Educational Programme, in full scope and on all fields of exploitation, in accordance with the provisions of the Rules and Regulations of Educational Programmes of the FILMFORUM Association.
- ✓ Do you consent to adding your email address to the newsletter? [single-choice answer: “yes” or “no”]
Consent to receive, at the email address provided in this form or any other email address provided at a later date, invitations and information about events, competitions, workshops, festivals, film reviews in Poland and worldwide, as well as other Educational Programmes organised by the Organiser (the FILMFORUM Association) and its direct partners (the content sent does not constitute commercial information).

4. Organisational information

Optional, depending on the format of the Educational Programme.

5. Experience

Optional, depending on the format of the Educational Programme



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6. Additional attachments

Optional, depending on the format of the Educational Programme



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ANNEX NO. 3
to the Rules and Regulations of Educational Programmes
of the FILMFORUM Association
(optional)

Place:, Date

Insurance information acknowledgement:
PZU Personal Accident Insurance (NNW)

.....
(Name of the Educational Programme)

.....
(Name and Surname of the Participant in the Educational Programme)

As a **Participant in the Educational Programme** organised by the FILMFORUM Association, pursuant to the General Terms of PZU Personal Accident Insurance (NNW) established by Resolution No. of the Management Board of Powszechny Zakład Ubezpieczeń Spółka Akcyjna of ("OWU") (hereinafter: "OWU NNW"), I hereby declare that I have received:

1. OWU NNW prior to entering into the insurance contract, the cost of which is covered by the **Organiser** of the **Educational Programme** (FILMFORUM Association, address: ul. gen. Władysława Andersa 35, 00-159 Warsaw, Poland, NIP: 778-141-37-39, REGON: 634536362, KRS: 0000178435),
2. information concerning the distributor of the insurance before acceding to the terms of the contract (Powszechny Zakład Ubezpieczeń Spółka Akcyjna),
3. information from the Personal Data Administrator.

.....
date and legible signature of the parent
or legal guardian*

.....
date and legible signature of the Insured Person
(Participant in the Educational Programme)

*in case of a minor

Concerns insurance contract no.:, date,
(filled by the Organiser) (filled by the Organiser)