



General Media Release Form

During your employment with Cope Plastics, Inc., your photograph, likeness, name and/or other employment related information may be used in the following mediums: Internal Communications (company newsletter, company-wide email, etc.), Company Intranet (accessible to employees only), Social Media Posts, Press Releases, Company Website, Annual Reports, Virtual Tours, Videos, etc.

Cope Plastics, Inc. will never release sensitive or protected information, and any distribution of the images will be fully compliant with Cope Plastics, Inc. policies, statements, and values.

Please select **one** of the following options:

Cope Plastics, Inc. has my permission to use my personal information or likeness for **internal and external use.**

Cope Plastics, Inc. has my permission to use my personal information or likeness for **internal use only*.**

Cope Plastics, Inc. **does not have my permission** to use my personal information or likeness in any of the above capacities **for internal and external use*.**

Employee Name

Employee Signature

Date

** Please be advised that the company may capture photos or videos in workplace settings or events for legitimate business purposes. While reasonable efforts are made to respect individual preferences, the company cannot guarantee exclusion of individuals who appear incidentally in the background. By being present in these areas, individuals acknowledge and accept the possibility of incidental inclusion and waive any related claims.*

Employees can change their preference by emailing HR at hrhelp@copeplastics.com.