

Approval Requirements for Screening Movies, Films, and Documentaries

Do you have copyright permission to show the movie/film/video to a group outside of a home?

- If yes,
 - Email the approval to [Erica Stocks \(emstocks@bu.edu\)](mailto:emstocks@bu.edu) — (types of approval below):
 - Film industry permission email (from producer or distributor)
 - Proof of licensing payment document
- If no,
 - Provide information on why permission is needed:
 - Anyone who shows a copyrighted motion picture in a public setting (classrooms, auditoriums, etc.) without the owner's permission to do so, violates the Copyright Act and subjects themselves to statutory damages and litigation.
 - To ensure those who work on films, receive appropriate compensation.
 - Suggested paths towards obtaining permission:
 - **Lists of websites that allow you to purchase movies for “one-time” use (“public-performance”):**
 - <https://www.kanopy.com/>
 - <https://www.swank.com/>
 - [Criterion Pictures USA](#)
 - [Kino International](#)
 - [Modern Sound Pictures](#)
 - [Motion Picture Licensing Corporation \(MPLC\)](#)
 - [New Yorker Films](#)

Room use is tied to providing copyright approval:

Student organizations must forward a copy of either the proof of licensing payment or the film industry permission granted email to the GSDM Student Affairs for review toward approval of your event.

Once approved by **Student Affairs**, request for room will be submitted by Student Affairs and proof of approval attached to the 25Live request. BUMC IT-Central Scheduling will review before approving space. All student organizations must submit their letter of approval one week prior to your event.

Please note: Space will be scheduled tentatively pending Student Affairs approval and receipt of the copyright permission document. The reservation will be canceled if both approval and copyright documentation are not provided.