

## Interview & Article Policy (article participants)

Within the remit of publishing articles, participants of the team may seek to interview or collaborate with specialists or well-known individuals from the main expressive industries, namely the Arts, Music, film, and Literature. This policy covers the responsibilities and expectations for both Interviewer and Interviewee. Similarly, people may approach the organisation for interview or article requests, providing they meet our criteria.

### CONTENT LIMITATIONS

This organisation, its participants and representatives do not publish ad hoc, un-edited, unilateral works, in written or pictorial form within any of our articles which has not already been seen and approved by the person, organisation or people to whom the article is about following any interviews.

This includes commenting on the lifestyle, habits, opinions, sexual orientation or any other characteristics (protected or otherwise) of the individual or entity not already agreed beforehand with us.

### AUDIENCE & PUBLICATION

Each article will be published through our online platform, housed at <http://themackayan.com>, resulting in further postings online, via Twitter, Facebook, Instagram, Tumblr and LinkedIn, to our online audience, in addition to any other place there the link is shared or duplicated.

As part of the Interview agreement, the interviewee and participant is expected to post the URL, for the page on which the article exists to their own audiences, within 24 hours of its publication.

Interviewees & Participants may be interested in the **Reciprocal Link agreement**, also found on our Policies page, particularly if they are releasing music, a book, gallery opening and suchlike.

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## ARTWORKS, PHOTOGRAPHY & LINKS

As part of the package, certain other media may be included in the article, including photographs, videos and other outbound links, providing they are not religious, sexual, political or explicit in nature.

For any artwork or photography supplied by participants, individuals or organisations, the full responsibility of Copyright and rights to publish exists with the primary sender. The executive editor, participants, nor organisation takes any responsibility for issues arising from publication.

## ADVERTISING

No article may be written purely as an advertisement for the person or entity to which it relates. Instead, the focus must be on the skills, the journey, the artistic, musical, literary, sociological and so on.

However, at the end of an article, where relevant, a poster, URL or other plug for the product, exhibition or works may be included, leading to a Website and so on (except sales or shop pages).

## COMMUNICATION

Participants of the project may perform research for articles with people outside this organisation, as may be required for article preparation. The Mackayan and its owners will not be held liable for any communication undertaken unilaterally under **non** "Mackayan" or "Houghton and Mackay" email addresses. However, as may be the case, Writers are instructed to inform the Executive Editor prior to any communication taking place, outlining the scope and objective of it. Where the communication is just and reasonable, sanction may be given for the communication to occur on behalf of the project to said people or organisation, but providing it meets with all GDPR and other relevant legislative frameworks.

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## **AGREEMENTS**

All interviews must be signed off by the Chief editor in writing (by email) prior to taking place. During sign off, the particulars of the interview will be considered and agreed by both parties, including location, rights issues, copyright and all other relevant components.

### **Contact:**

For further information, or to request an interview or article, email:

**[media.desk@themackayan.com](mailto:media.desk@themackayan.com) (general Media enquiries)**

**[Arts-Team@mackayan.com](mailto:Arts-Team@mackayan.com) (for arts related enquiries)**

**[Legal@themackayan.com](mailto:Legal@themackayan.com) (for Legal, Process & Compliance)**

### **See Terms and Conditions:**

**<https://themackayan.com/our-terms/>**