

# DACS

## Dutch Public Lending Right Scheme

### Claim Form

In the Netherlands, public libraries pay a royalty to the Lending Right Foundation for all books that they lend out. Our Dutch sister society Pictoright distributes a share of these royalties to visual artists who are eligible for the scheme.

DACS has received a share of these royalties from Pictoright to distribute to eligible UK visual artists.

To claim your share of these royalties your work must have featured in a UK published book which has been subsequently translated into Dutch and published in the Netherlands.

#### What you cannot claim for:

- Books published in the Netherlands only.
- Books lent through UK public libraries. The UK Public Lending Right scheme is administered separately by PLR UK. Please contact [plr.uk.com](http://plr.uk.com) for more info.

#### How to apply:

Complete this form and return it to us no later than 15 November 2019.

Send your completed form by email to [payback@dacs.org.uk](mailto:payback@dacs.org.uk)

We will confirm receipt of your form by email. If you do not receive confirmation from us, please get in touch with us before the deadline as this may mean we have not have received your form and therefore your claim will not be processed.

#### Contact us:

If you have any questions about completing this form please contact us on 020 7553 9099 or [payback@dacs.org.uk](mailto:payback@dacs.org.uk)

#### 1 Visual artist's name

First name

Last name

Username

#### 2 Are you:

☐ the visual artist

☐ a beneficiary of the visual artist

#### 3 If you are not the visual artist please give your name

First name

Last name

Date of Birth

#### 4 Contact address and details

Email

Phone

Mobile

Postcode

#### 5 How many Dutch translation books have your works appeared in?

Remember, you can only claim for UK published books which have been translated into Dutch and published in the Netherlands. We cannot accept claims for books which have been published in the Netherlands only. Count every book in all years up to 31 December 2018.

Number of books

#### 6 In all of these books, how many times were these works used in total?

If one work was reproduced in a book 5 times this counts as 5 times. If more than one work was reproduced, count each time each work was reproduced.

Number of times

- You can only claim for books which were originally published in the UK before being translated into Dutch and published in the Netherlands.
- You must own the copyright in the artworks you are claiming for.

[illegible]

- You can only claim for books which were originally published in the UK before being translated into Dutch and published in the Netherlands.
- You must own the copyright in the artworks you are claiming for.

[illegible]

- You can only claim for books which were originally published in the UK before being translated into Dutch and published in the Netherlands.
- You must own the copyright in the artworks you are claiming for.

[illegible]

- You can only claim for books which were originally published in the UK before being translated into Dutch and published in the Netherlands.
- You must own the copyright in the artworks you are claiming for.

[illegible]

## Dutch Public Lending Right Scheme Claim Form

### 8 Bank details

Account holders's name

Bank name

Sort code

Account no.

Bank address

Building Society roll no.

#### INTERNATIONAL BANK ACCOUNTS ONLY

**We cannot make payments to international bank accounts unless we have your correct bank details. Please consult your bank about the information you need to provide in order to receive international transfers in Pounds Sterling.**

IBAN

BIC or SWIFT

Additional Info.

### 9 Is the claimant resident in the UK for tax purposes

☐ Yes

☐ No

**If no, state your country of residence and go to page 10 to find out what to do next.**

### 10 Is the claimant registered for VAT

☐ Yes **Please complete Q11 if you are VAT registered**

☐ No

### 11 Self-Billing Agreement

Only complete this section if you are VAT registered.

This is a self-billing agreement between the customer: Design and Artists Copyright Society (DACS) VAT no. 397 1521 32 and

Supplier name

VAT no.

**DACS** (the customer) agrees to:

- 1 Issue self-billed invoices for all supplies made by them to the self-billee (the supplier) until 31 December 2019.
- 2 Complete self-billed invoices showing the supplier's name, address and VAT registration no. together with all other details which constitute a full VAT invoice.
- 3 Make a new self-billing agreement in the event that our VAT registration no. changes.
- 4 Inform the Supplier if the issue of the self-billed invoices will be out sourced to a third party.

You (the supplier) agrees to:

- 1 Accept invoices raised by the self-biller on their behalf until 31 December 2019.
- 2 Not raise sales invoices for the transactions covered by this agreement.
- 3 Notify the Customer immediately if you:
  - change your VAT registered no.
  - cease to be VAT registered
  - sell your business, or part of your business to which this agreement relates

Signed by



Signed by

On behalf of Design and Artists Copyright Society, 21 October 2019.

On behalf of

Date

### 12 VISUAL ARTIST DECLARATION You must sign and date the declaration. We cannot process your claim without your signature.

I am the sole creator and copyright owner of the above works. These works were not created in the course of my employment. I consent to DACS making appropriate enquiries to validate this claim. I agree to give supporting evidence if required. To the best of my knowledge the information I have provided is accurate and true.

Signed by

Print name

Date

### 13 BENEFICIARY DECLARATION If you are not the visual artist please complete this section.

**We cannot process your claim without this information.**

The visual artist died in the year \_\_ / \_\_ / \_\_\_\_ I am the sole beneficiary of their estate

☐ Yes

☐ No

If no, indicate the proportion of the estate to which you are entitled to claim \_\_ %

If you are resident outside the UK for tax purposes state the country of residence \_\_\_\_\_

As the Beneficiary I confirm that the works for which I am claiming were not created in the course of the visual artist's employment. I consent to DACS making appropriate enquiries to validate the claim. I agree to give supporting documentation if required. To the best of my knowledge the information I have provided is accurate and true.

Signed by

Print name

Date