**GET PERMISSION**

Dear Copyright User

Congratulations on taking the first step towards enjoying the use of the copyrighted work.

Please populate the fields and return the form to [dalro@dalro.co.za](mailto:dalro@dalro.co.za).

|  |  |
| --- | --- |
| \*indicates required field for new users | ^indicates required field for existing users |

# COPYRIGHT USER DETAILS:

## Registered Name of Copyright user\*^:

|  |
| --- |
|  |

## Registration Number/Identity Number of Copyright user:

|  |
| --- |
|  |

## Registration Number/Identity Number of Copyright user\*:

|  |
| --- |
|  |

## Copyright user VAT Number, if applicable:

|  |
| --- |
|  |

## Copyright user Postal address:

|  |
| --- |
|  |

## Copyright user Physical address\*:

|  |
| --- |
|  |

## Copyright user email address\*:

|  |
| --- |
|  |

## Confirm copyright user email address\*:

|  |
| --- |
|  |

## Copyright user Contact number\*:

|  |
| --- |
|  |

## Copyright user Website:

|  |
| --- |
|  |

## Applicant’s email address^:

|  |
| --- |
|  |

## Applicant’s contact number^:

|  |
| --- |
|  |

# WORK TO BE USED:

## Full title, creator(s), publisher, year and country of origin of the work to be used *(in the case of an article indicate the full name of the publication and the full title of the article)*\*^:

|  |
| --- |
|  |

## ISBN/ISSN/other identifiers of work to be used:

|  |
| --- |
|  |

## Number of pages and specific page numbers to be reproduced:

|  |
| --- |
|  |

## Number of pages in the work to be reproduced:

|  |
| --- |
|  |

# WHAT IS THE INTENDED USE FOR\*:

|  |  |  |
| --- | --- | --- |
| PERFORMING DRAMATIC WORK *(if yes, complete section 4)* | Y | N |
| REPRODUCING VISUAL ART WORK *(if yes, complete section 5)* | Y | N |
| REPRODUCING LITERARY WORK *(if yes, complete section 6*) | Y | N |
| ADAPTING DRAMATIC, VISUAL ART OR LITERARY WORK *(if yes, complete section 7)* | Y | N |
| OTHER, please specify: | | |

# COMPLETE THIS SECTION IF THE INTENDED USE IS FOR PERFORMING DRAMATIC WORK\*^

## Number of intended performances:

|  |
| --- |
|  |

## Proposed performance dates:

|  |
| --- |
|  |

## Proposed performance venue(s):

|  |
| --- |
|  |

## Seating capacity of the venue(s):

|  |
| --- |
|  |

## Proposed ticket price range:

|  |
| --- |
|  |

## Ticketing service to be used (if any):

|  |
| --- |
|  |

## Paid advertising details (if any):

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| --- |
|  |

## Professional, amateur or other performance?

|  |
| --- |
|  |

## If other, specify details of type of performance:

|  |
| --- |
|  |

*Amateur performances only:*

Details of grade - and age-range of cast members:

## Grade:

|  |
| --- |
|  |

## Age:

|  |
| --- |
|  |

## Language of the performances will be in:

|  |
| --- |
|  |

# COMPLETE THIS SECTION IF THE INTENDED USE IS FOR REPRODUCING VISUAL ART WORK\*^

## The title of copyright user’s work:

|  |
| --- |
|  |

## ISBN/ISSN identification number of copyright user’s work:

|  |
| --- |
|  |

## Size of reproduced image thumbnail in copyright user’s publication (e.g. 1/4 page or less / 1/2 page of less / full page):

|  |
| --- |
|  |

## Physical print run details of copyright user’s publication:

|  |
| --- |
|  |

## Digital print run details of copyright user’s publication (including website details):

|  |
| --- |
|  |

## Year of publication of copyright user’s publication:

|  |
| --- |
|  |

## Language of copyright user’s publication:

|  |
| --- |
|  |

## Territory of copyright user’s publication:

|  |
| --- |
|  |

## Is the copyright user’s publication intended for trade or education purposes?

|  |
| --- |
|  |

## Length of time of intended usage:

|  |  |
| --- | --- |
|  |  |

# COMPLETE THIS SECTION IF THE INTENDED USE IS FOR REPRODUCING LITERARY WORK\*^

## Title and ISBN ISSN/identification number of copyright user’s publication:

|  |
| --- |
|  |

## Physical print run details of copyright user’s publication:

|  |
| --- |
|  |

## Digital print run details of copyright user’s publication (including website details):

|  |
| --- |
|  |

## Year of publication of copyright user’s publication:

|  |
| --- |
|  |

## Language of copyright user’s publication:

|  |
| --- |
|  |

## Length of time of intended usage:

|  |  |
| --- | --- |
|  |  |

## Is the copyright user’s publication intended for trade or education purposes?

|  |
| --- |
|  |

*Educational Institutions only:*

## Course of Study for which the Copies are to be made:

|  |
| --- |
|  |

## Name of academic staff member teaching the course of study:

|  |
| --- |
|  |

## If the reproduction is made as a single item handout, or for the compilation of a course pack how many handouts or course packs will be made?

|  |
| --- |
|  |

## If the reproduction is to be placed in the copyright user’s short loan library collection, how many copies will be made for the collection, and how many students are enrolled for the relevant course of study?

|  |
| --- |
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## If the reproduction is made by means of a transient electronic copy, how many students are enrolled in the course of study?

|  |
| --- |
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# COMPLETE THIS SECTION IF THE INTENDED USE IS FOR ADAPTING DRAMATIC, VISUAL ART OR LITERARY WORK\*^

## Title of copyright user’s work incorporating the adaptation:

|  |
| --- |
|  |

## ISBN/ISSN/identification number of copyright user’s work:

|  |
| --- |
|  |

## Size of work to be adapted:

|  |
| --- |
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## Physical print run details of copyright user’s work:

|  |
| --- |
|  |

## Digital print run details of copyright user’s work (including website details):

|  |
| --- |
|  |

## Year of publication of copyright user’s work:

|  |
| --- |
|  |

## Language of copyright user’s work:

|  |
| --- |
|  |

## Territory of copyright user’s work:

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## Is the copyright user’s work intended for trade or education purposes?

|  |
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## Length of time of intended usage:

|  |  |
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*Cinematographic work only:*

## Total cinematographic work budget:

|  |
| --- |
|  |

## Cinematographic work distribution:

|  |
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## Intended year of cinematographic work principal photography:

|  |
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DALRO will be in touch within 24 business hours of receiving the populated form.

Should you wish to contact DALRO at any point, please send us an email to [dalro@dalro.co.za](mailto:dalro@dalro.co.za) or phone us on

+27 (0)10 822-7469.

Regards

DALRO