

# **Checklist on the use of works by foreign artists**

***What procedure must I follow if I want to use a work by a foreign artist?***

→ You must first find out if the artist is represented by a copyright collective.

***1. If the artist is a member of a copyright collective,***

→ please contact them directly or get in touch with the copyright collective to obtain authorization for use.

***2. If the artist is not a member of a copyright collective,***

→ please contact them directly to obtain authorization for use.

→ Please describe exactly what will be used and how much it will be used, e.g. say which part of a performance will be shown, send a photograph of how the work will be displayed, state how many copies will be printed, etc.

→ Please suggest a fee for the planned use.