

INFORMATION CONCERNING APPLICATIONS FOR AUTHORISATION TO REPRODUCE WORKS OF ART

PROCEDURE

Please apply in writing to:

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PROCESSING THE APPLICATION USUALLY TAKES TWO WEEKS.

PLEASE BEAR THIS IN MIND WHEN SUBMITTING YOUR APPLICATION.

So that we may deal promptly with copyright applications, please give a precise answer to the following questions:

1. Which work(s) do you wish to reproduce? Please provide the **full title** AND an **image** (jpg) or a reference to a published image of the work(s).
2. What is the name of the publication / the title of the article AND what is the author's name?
3. Will the works be the subject of a discussion, or will they be presented for comparison/reference purposes?
4. Do you intend to reproduce the work(s) in black and white or in colour?
5. What will be the size of the reproduction (cm x cm AND dpi)? What is the format of the publication?
6. Do you require the print data, or do you already possess them?
7. What is the circulation of the publication?
8. What is your publishing deadline?

Please note that the Estate does not provide a selection of the available works.

**The Estate reserves the right to charge copyright and/or processing fees.
It also reserves the right to REFUSE permission.**

**Should the requested print data available in the archive be of insufficient quality,
we can arrange, where feasible and on request, to have this data produced
by a photographer/photo lab commissioned by us.
The associated costs would be borne by the borrower.**

THE ESTATE OF MARTIN KIPPENBERGER
GALERIE GISELA CAPITAIN

In the event of your application being successful, we would ask you to observe the following guidelines for the reproduction of the works of art.

1.

The reproduced image must appear with the following acknowledgements:

Artist, title, year and the following credit line:

© Estate Martin Kippenberger, Galerie Gisela Capitain, Cologne

2.

Any **deviation from the use** set out in the original application must have the prior authorisation of the Estate of Martin Kippenberger.

3.

Any such authorisation shall be limited only to the purpose for which it is given.

Any further use (other publications, new editions, revised versions, advertising, TV or any other use related to the exhibition) shall require a separate application for authorisation.

4.

The reproduced image must not differ from the original.

This means that altering the colour of, cropping or adding text to the image is not permitted.

5.

If the image is to be used on covers, posters, invitations, calendars, flyers or banners or as part of any other kind of publicity measure, a proof or a corresponding file of the **final layout** must be submitted to the Estate of Martin Kippenberger for its final approval before being sent to the printers.

6.

In the case of an **Internet-based** publication, please inform the Estate as soon as the webpage is available online so that the Estate may verify it.

7.

The electronic use of the print data made available is prohibited – this includes CD-ROMs, databases or other storage systems. All image data or data CDs shall remain the property of the Estate. Digital data must be removed from computers within 30 days.

8.

Following publication, the Estate must be sent two specimen copies of the book / magazine / journal for the Estate's archive.

In the event of failure to comply with these requirements or violations of copyright, appropriate financial penalties will be imposed.