	Australian Governmer Department of Infrastruct Transport, Regional Develop Communications and the A Are you registered as a public with the Lending Rights prog	ure, oment, Arts sher No	Title Claim for Publisher Public Lending Right (PLR) Office use only Educational Lending Right (ELR)
2.	Publisher Are you a	self publisher?	No Yes If yes, please also complete a creator title claim form.
	Publisher's name		
3.	Book title		
4.	List ISBN's for current editions of this title. Book format means print book, ebook, audiobook and etc.	SBN	Book Format Year of Publicati Image: Second secon
5.	Have you ever claimed for an title? The Book Record Number (BRI in the Lending Rights program number on your most recent	N) identifies your ns. You will find tl	book No BRN Voor of Publicatio
0.	List all parties to the royalty a Creator's name (and company applicable)		Division of Royalties % Address
7.	Statement of eligibility Please indicate who performed	Publication contract	Name/Company Place
	each of the following 6 publishing roles, and where the functions were performed.	Copy editing Design	
	At least 3 of the publishing functions must be performed in Australia by the publisher.	Supervision of production	
	Superv if appli	Marketing vision of printing, cable	
8.	Your details and declarati By submitting this form, you are agree statements:		Contact Name
	I declare that the information I have a correct.	supplied is true and	Address
	I understand that making false and applications and the provision of false information constitute offences under 137.1 of the <i>Criminal Code 1995</i> , and carry serious penalties.	e or misleading r Sections 136.1 an	d bs State Phone/ Image: State
	I acknowledge that the Public Lendir Committee or the Minister for the Art require me to provide information, do verification of information.	ts may at any time ocumentation or	Mobile
	I consent to the disclosure of informat claim, and any other information pro- this claim, to the PLR Committee for recommendations to the Minister for e concerning payments that may be ELR.	vided for the purpose r the purpose of mal the Arts or their dele	es of king Date / / / dd/mm/yy egat

T8280.1

Public (PLR) and Educational Lending Rights (ELR) Instructions for completing the Title Claim for Publisher form

How to register with Lending Rights?

- through Lending Rights Online (LRO) available at www.lendingrights.arts.gov.au/ or
- by completing forms available from www.arts.gov.au/funding-and-support/lending-rights.

Publisher payment

A payment is only made to a publisher for an eligible book when an eligible creator is receiving a payment.

Hints for completing questions:

<u>Question 1:</u> If you have not registered with Lending Rights, you must complete a **Publisher's Registration form** to accompany this form.

Question 2: Write your publisher name in the space provided.

For Self-Publishers only: If you have self-published your book, you will also need to register as the creator and submit a 'Title Claim for Creator' form for each title.

Question 3: Provide the full title of the book. A separate form must be used for each book you are claiming.

<u>Question 4:</u> For each book format that you claim, provide the ISBN. The reference to 'book format' means print book, ebook, audiobook and etc. A standard ISBN is 13 digits.

<u>Question 5:</u> Indicate whether you have claimed for another edition of this book title. Your most recent payment advice will include the Book Reference Number (BRN). Please include the BRN, if known.

Question 6: List all creator(s) name(s) that are entitled to receive royalties for this title.

Division of royalties: List how the royalties are divided between the creators. Royalties must add up to 100% between creators only, for the purposes of Lending Rights.

For example: If there is a sole creator for a book and their royalty is 5% you should list their **proportion** of the royalties on the form as '100%' for the purposes of Lending Rights. Alternatively, if there are two creators who each receive an equal royalty rate for a book, list each creator's proportion of the royalties as '50%'.

Self-publishers who are sole creators should answer '100%'.

Self-publishers who are paying royalties to other creators should list all parties receiving royalties and indicate the percentage of royalties paid to each creator, as per the example above

<u>Question 7:</u> Where an aspect of the process has been contracted out to another company, please indicate the name of the company who undertook the publishing work and the place in which the company is located. **Self publishers**, if no other party was involved in a specific publishing functions, please put 'self'. If you answer 'self', please enter your own town or city of residence as the 'place'.

<u>Question 8:</u> Complete your details and carefully read the declaration section of the form before signing it. You may be asked to provide documentary support for this title claim.

Further information on Lending Rights is available on the website.

Email: lendingrights@arts.gov.au Postal address: GPO Box 3241 Canberra ACT 2601 Australia T: 1800 672 842 www.arts.gov.au/funding-and-support/lending-rights