



APPLICATION FOR EXPORT LICENCE (OBJECTS OF CULTURAL INTEREST)

First read notes 1 and 2 on page 4

A licence is required for the export, both temporary and permanent, from the United Kingdom for the following objects of cultural interest which are more than 50 years of age on the date of export:

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| (i) any archaeological object which has been recovered from the soil, the bed of an area of water, or the sea bed within territorial waters of the United Kingdom (unless it had been buried for less than fifty years); | (v) any article of clothing or footwear, or any article manufactured from textiles and textiles in the length or piece valued at £12,000 or more. However, for such objects valued between £12,000 and £65,000 you may apply instead to the Director of the Victoria and Albert Museum for a certificate stating that the item is not of national importance (see note 6 on page 4); |
| (ii) any photographic positive or negative or assemblage of such photographs valued at £10,000 or more; | (vi) any firearms more than fifty years old, but less than one hundred years old and valued at £65,000 or more; |
| (iii) any document or manuscript (which is not printed matter); any archive of manuscripts and documents in any medium; any architectural, scientific or engineering drawings produced by hand; | (vii) any firearms 100 years old or more, and all other arms and armour more than 50 years old, valued at £35,000 or more; |
| (iv) a portrait or likeness of any British historical person valued at £10,000 or more. However, for portraits valued between £10,000 and £65,000 you may apply instead to the Director of the National Portrait Gallery or the Keeper of the Scottish National Portrait Gallery for a certificate stating that the item is not of national importance (see note 6 on page 4); | (viii) any painting in oil or tempera medium (other than a portrait of a British historical person) valued at £180,000 or more; |
| | (ix) any other object more than fifty years old valued at £65,000 or more. |

Except for items claimed to have been imported within the last 50 years, applications for classes (i), (iv), (v), (vi), (vii), (viii) and (ix) above MUST be accompanied by a non-returnable photograph of sufficient size and clarity to show details of workmanship - i.e. 16.5cm x 21.6cm or larger. For classes (ii) and (iii), photographic reproduction need not be supplied unless specifically requested by the Museums, Libraries and Archives Council. Where this involves only a small amount of reproduction, this can be pre-empted by sending a copy with the application.

Provenance

For all articles, please quote all known provenance and published references with the full description in the section headed "Goods to be Exported". Failure to quote provenance may cause delay.

APPLICATION FOR EXPORT LICENCE

ELU Form C - PART I

Return to:

Museums, Libraries and Archives Council

Wellcome Wolfson Building

165 Queens Gate

London SW7 5DH

Tel: 020 7273 8265/66/67/69/73

Fax 020 7273 1424

Official reference

Your reference - quote in all correspondence
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Telephone number for queries

Name and address of consignor

Name and address of consignee

Name and address of ultimate purchaser if different

Name and address of all present owners
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	Answer
1. Are the goods being exported on a firm order?	
2. Are they on consignment (or sale or return)?	
3. Are they for temporary exportation eg exhibition repair and then for return to the UK or Isle of Man?	
4. If they are to be returned give date of return.	Date
5. State date of proposed shipment.	Date

6. Have the goods been imported into the UK in the last 50 years from anywhere other than the Channel Islands? If "Yes" supply available evidence (NB The answer should be "No" for items which have previously been licenced for temporary export only and return, but which otherwise had been in the UK for more than 50 years).

7. Are the goods being re-exported from the UK after temporary Importation?

8. State official reference number(s) of Any previous application(s) for export licence(s) for the goods.

Please now read notes 7-9 on page 4

WARNING

Penalties may be imposed for false statements in connection with applications or export licences.

DECLARATION

- The goods to be exported are my/our property or are the property of the owner(s) named above for whom I am authorised to act in this transaction as the sole responsible representative.
- I am aware that the exporter or shipper of the goods may be required to provide to the Commissioners of Customs and Excise, within such time as they allow, evidence of the destination to which the goods covered by this licence were delivered.

Signed..... Owner of goods* proprietor* partner*
director* company secretary*

Date..... *Delete those which do not apply

Other signatories may be authorised upon written application to the Museums, Libraries and Archives Council

Official number of authorised signatory

NOTES

General

1. Shipment of the goods should not be arranged until a licence has been granted.
2. Your application might relate to a tax-exempt object which the owner has undertaken to keep in the United Kingdom. Please direct any enquiry about the tax position to the Inland Revenue Capital Taxes, Ferrers House, PO Box 38, Castle Meadow Road, Nottingham NG2 1BB (Telephone: 0115-974 2490). If you are not the owner of the object, please provide the Inland Revenue with the owner's written authority to deal with your enquiry.

Description of articles - a matching set of items is regarded as one article

3. For objects of cultural interest the description on page 3 should state the style or class to which the object belongs, eg by Raphael, style of Adam, Chelsea Cloisonne, mezzotint, Sheffield plate, the nature of the material, design and decoration, general colour, period, country of origin and exact measurements. For a painting the full title by which it is usually known should be given: whether signed and, if dated, the date.
4. For gold and silver articles, the maker, date and place including hallmark should be stated and, except in the case of filled articles, the weight.
5. For photographic positives or negatives, state the name of the photographer and particulars of the subject eg the name(s) of the sitter(s), location, etc.

Portraits of British historical persons and textiles (except carpets and tapestries) (see sub-paragraphs (iv) and (v) on page 1)

6. Applications for Certificates should be sent to:

The Director
National Portrait Gallery
2 St Martin's Place
LONDON WC2H 0HE

OR

The Keeper
Scottish National Portrait Gallery
17 Ainslie Place
EDINBURGH EH3 5AU

The Director
The Victoria and Albert Museum
South Kensington
LONDON SW7 2RL

for British historical portraits

for textiles

Warning

7. The Licence
 - may be varied, suspended or revoked by the Secretary of State for Culture, Media and Sport at any time without reason given;
 - may not be altered except by the Secretary of State for Culture, Media and Sport;
 - is not transferable.

Goods sent by post

8. The licence is available for one posting only and must be surrendered at the time of posting even if the quantity of goods posted is less than that shown on the licence. Attach the licence in an envelope marked "Export Licence" to the outside of the package or, if a batch, to one packet. Failure to do so may lead to delay.

Goods not sent by post

9. The licence must be supplied to Customs and Excise with the shipping documents at the place of export before shipment.

INSTRUCTIONS TO CUSTOMS AND EXCISE

10. Exhausted Licences to be returned to:

Museums, Libraries and Archives Council
Wellcome Wolfson Building
165 Queens Gate
London SW7 5DH