

# GRANT OF RIGHTS TO KOPIOSTO

**KOPIOSTO** is a copyright organisation for authors, publishers and performing artists.

## **WE MONITOR YOUR INTERESTS**

With this authorisation, you grant Kopiosto the right to licence copying of your works on your behalf.

We monitor that

- your copyrights are respected
- your works are used with permission
- you receive remuneration for the use of your works

## **HOW TO GRANT AUTHORISATION**

Give authorisation to our member organisation in charge of your creative industry. You may give authorisation to several member organisations of Kopiosto, but always in a different capacity.

➔ [www.kopiosto.fi/grantofrights](http://www.kopiosto.fi/grantofrights)

# GRANT OF RIGHTS TO KOPIOSTO



An authorisation to manage and monitor copyrights

*\*Required information*

## **AUTHORISER** (hereinafter copyright holder)

First names\*

Surname\*

Finnish personal identity code or Date of birth and nationality\*

## **THE MEMBER ORGANISATION OF KOPIOSTO RECEIVING THE AUTHORISATION**

Organisation name (hereinafter organisation)\*

The Finnish Association of Translators and Interpreters (SKTL)

## **PLEASE MARK IN WHICH CAPACITY/CAPACITIES YOU ARE GIVING THE AUTHORISATION\***

translator

Place and date\*

Signature and clarification\*

**REMEMBER** to sign in writing both the authorisation and the contact information form.  
The authorisation is not valid without a signature.



**PLEASE SEND** both forms to The Finnish Association of Translators and Interpreters (SKTL),  
Hietaniemenkatu 2 (4th floor), 00100 Helsinki. The organisation will submit your authorisation into Kopioisto's database.

# AUTHOR CONTACT INFORMATION FORM

*\*Required information*

## CONTACT INFORMATION

First names*	Surname*
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Finnish personal identity code or Date of birth and nationality*	Email address
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Address*
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Postcode and city*
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Telephone
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## BANK DETAILS FOR THE PAYMENT OF REMUNERATION

IBAN*	BIC*
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## OTHER INFORMATION

Pseudonym
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My pseudonym may not be published in connection with my name.

I am a member of the following member organisations of Kopioisto (see Kopioisto's website for the list: <a href="http://www.kopioisto.fi/organisations">www.kopioisto.fi/organisations</a> )
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Place and date*	Signature and clarification*
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## SECTION 1: PURPOSE OF THE AUTHORISATION

With this authorisation (hereinafter authorisation), the signatory copyright holder authorises the organisation to manage and monitor their rights with the conditions below regarding written or artistic works, photographs, lists and databases (hereinafter work) that are published or made public.

The authorisation does not cover cinematic works or other audiovisual works, computer software or performances of works or recordings thereof.

## SECTION 2: AUTHORISATION GIVEN TO ORGANISATIONS

The copyright holder authorises the organisation

A) to manage the rights and remuneration of the works under the Finnish Copyright Act (hereinafter management authorisation) in the following categories of rights (hereinafter category of rights):

### 1. Photocopying of published works

Copying of published works by photocopying or by other similar methods and printing of works made public from digital sources and copying of the prints by photocopying or by other similar methods.

### 2. Copying and use of works in education and research

Digital copying of works made public and copying of works published in print into electronic format, public distribution of these copies for educational and research purposes as well as use of the copies for these purposes.

### 3. Electronic copying for internal administrative use

Digital copying and public distribution of works made public for the internal use as well as training and consulting activities of companies, authorities and other organisations.

### 4. Reuse of an archived newspaper or magazine

The reproduction and public distribution of a work published in a newspaper or magazine by the publisher in a republication.

### 5. Use of works in archives, libraries and museums

Reproduction and public distribution by an archive, library or museum of a copy of a work in their collection.

### 6. The right to collect remuneration from the public lending right scheme for visual arts and photography copyright holders

### 7. Compensation for reproducing copies of a work for private use

The right to receive, hold and distribute the private copying levy in accordance with copyright legislation and other corresponding remunerations.

and

B) to monitor the unauthorised use of their works (hereinafter monitoring authorisation).

The management authorisation does not apply to the reproduction or public distribution of a copy in a publishing operation, unless the description of the category of rights states otherwise.

The management authorisation covers all aforementioned categories of rights and Finland and other countries, unless the copyright holder has notified otherwise when granting the authorisation or afterwards.<sup>1</sup> The management authorisation can only be given for a complete category of rights and it can only apply to entire countries, not parts of them. Cancelling categories of rights and defining their geographical coverage are regulated in section 7.

## SECTION 3: USE OF THE AUTHORISATION AND TRANSFERRING IT TO KOPIOSTO RY

The organisation determines how and to which extent the authorisation is used. The organisation has the right to transfer the authorisation to Kopiosto ry either entirely or partially, in which case all that is stated on the organisation in –this authorisation applies to Kopiosto ry where applicable.

The organisation can give Kopiosto ry the information regarding the copyright holder and their works needed in managing and monitoring the works.

## SECTION 4: THE RIGHTS AND RESPONSIBILITIES OF THE ORGANISATION

Under this authorisation, the organisation can make agreements concerning the use of the works and collect remunerations both prior to and after the granting of this authorisation and to receive, hold and distribute the remunerations.

The organisation can appear in court and in other instances on behalf of the copyright holder in its own name in matters concerning the right to use the works and the right to remuneration and as a plaintiff in copyright infringement issues, make arbitration agreements, and take any other measures necessary for effective management and monitoring.

The organisation has the right to make agreements concerning the management and monitoring of copyrights with corresponding organisations operating abroad. The organisation commits to promoting the rights of the copyright holders.

## SECTION 5: THE RESPONSIBILITIES OF THE COPYRIGHT HOLDER

The copyright holder is committed to reporting to the organisation and, after transferring the authorisation, to Kopiosto ry their personal and contact information, and possible changes in them and, when required, information on their works and all other data required for managing and monitoring the works.

The copyright holder accepts the decisions of the organisation concerning the remunerations collected under the authorisation and their distribution and use.

The copyright holder is committed not to grant the management authorisation of categories of rights specified in this authorisation to a third party. The authorisation does not, however, prevent the copyright holder

from granting individual licences to use their works.

The copyright holder is committed to such changes to the contents of the authorisation decided by the organisation that are caused by international agreements binding Finland, changes in legislation or such technical or judicial developments which affect the collective management of works specified in a category of rights. The organisation shall notify the copyright holder about such changes.

## SECTION 6: THE VALIDITY OF THE AUTHORISATION

The authorisation given in the authorisation comes into effect when the copyright holder has given the signed authorisation to the organisation. The authorisation is valid until the copyright protection ends, the copyright holder cancels the authorisation or part of it in writing or the organisation notifies the copyright holder in writing that it shall stop managing a category or categories of rights determined in the authorisation and/or monitoring the unauthorised use of the works.

## SECTION 7: CANCELLING THE AUTHORISATION OR A PART OF IT

The copyright holder may cancel the entire authorisation or a part of it. Partial cancellation may concern individual categories of rights or geographical areas.

If the cancellation concerns an individual category of rights or geographical area, the authorisation will remain in effect for other parts. Cancelled categories of rights may not be divided into smaller parts, and the cancellation may not concern a smaller area than a country.

The cancellation is done by notifying the organisation and/or Kopiosto ry in writing. The notification must clearly specify which category of rights or geographical area the cancellation concerns. The authorisation expires at the end of the calendar year during which the notice of cancellation was received by the organisation or Kopiosto ry.

## SECTION 8: PREVIOUS TRANSFERS OF RIGHTS

The authorisation replaces the authorisation previously given by the copyright holder to the organisation in the aforementioned capacity insofar as it concerns the works specified in section 1, and the previous authorisation will cease to be valid for this part. Otherwise, the authorisation will not cause changes to authorisations or agreements with which the copyright holder has previously ceded their rights or a part of them or granted the right to monitor their rights to another party.

## SECTION 9: DATA FILES AND DISCLOSING PERSONAL DATA

The author's personal data will be recorded in the data file of the organisation and/or Kopiosto ry. A separate privacy policy statement specifies the purpose of processing personal data, disclosure targets and the rights of the data subject.

<sup>1)</sup> If you want to give the management authorisation only for certain categories of rights and/or countries (section 2, part B), please contact Kopiosto's office at [oikeudenomistajapalvelut@kopiosto.fi](mailto:oikeudenomistajapalvelut@kopiosto.fi). The Finnish Association of Translators and Interpreters (SKTL) recommends giving the authorisation in all aforementioned categories of rights.