



Digitization of Museum Collections

ALTERNATIVE DISPUTE RESOLUTION SYSTEM FOR DISPUTED STATEMENTS

When a dispute pertaining to the copyright status of a work digitized (or projected to be digitized) by a museum arises, the following questionnaire can be filled by the museum, in order for the rights holder to have a complete portrait of the situation.

AUTHOR/RIGHT HOLDER:

Please indicate if museum intends to digitize all of this author's works in its collection or only specific works;
If only one or some work(s) are concerned, specify each title:

The rights holder may then check **“agree” (A)** or **“disagree” (D)** for each item on the list and comment if necessary. This will allow the parties to see where they stand in a standardized way and circumscribe the questions to be negotiated between the parties directly or before a mediator.

DIGITIZATION

MUSEUM ANSWER

RIGHTS HOLDER REPLY COMMENTS

By what means? (Photograph, other)

For what purposes?

Archival Research Education Promotional material
Merchandising Catalogues (specify: online and/or offline)
Other (please specify)

A D

Where will the copies be stored?

How many copies will be made?

How will the work be classified and/or catalogued (notably: describe associated metadata)?

Does the museum invoke a copyright exception or limitation to digitize without a licence? If yes, please specify.

Is the museum open to negotiate a licence for digitization? If yes, you may submit conditions that would be acceptable (i.e. price, permitted uses, etc.).

**ALTERNATIVE DISPUTE RESOLUTION SYSTEM
FOR DISPUTED STATEMENTS
PART II – DISSEMINATION**

DISSEMINATION

Where will the work be disseminated?

MUSEUM ANSWER

On terminals inside the museum (*specify: online and/or offline*)

On the museum's website (*specify: online and/or offline*)
(specify if in high or low resolution and the image's projected size)

On promotional material (*specify: online and/or offline*)

In catalogues (*specify: online and/or offline*)

Other (please specify)

RIGHTS HOLDER REPLY COMMENTS

A D

How will copyright be attributed?

How will the digitized image be protected against unauthorized uses? (specify notably which TPMs will be put in place)

Does the museum wish to grant particular CC licences to users? If yes: specify which ones.

Does the museum invoke a copyright exception or limitation to disseminate the digitized image without a licence? If yes, please specify.

Is the museum open to negotiate a licence for digitization? If yes, you may submit conditions that would be acceptable (i.e. price, permitted uses, etc.).