

## APPLICATION FORM

Application for permission to  
export cultural goods




L RAÄ dnr

L Tillståndsmyndighetens dnr

1. The applicant or the applicant's representative ( <i>Instructions and information, see below</i> ) NB. Use the latest version of the form. ⚙ = obligatory data			
1.1 Name ⚙		1.2 Personal identity number or organization number ⚙	
1.3 E-mail address		1.4 Street address ⚙	
1.5 Postcode ⚙	1.6 City ⚙	1.7 Country ⚙	1.8 Telephone/Mobile number
2. Recipient			
2.1 Name		2.2 Street address	
2.3 Postcode	2.4 City	2.5 Country	
3. Owner of the object(s) (if different from the applicant)			
3.1 Name		3.2 Street address	
3.3 Postcode	3.4 City	3.5 Country	
4. Type of export			
<input type="checkbox"/> Definitive		<input type="checkbox"/> Temporary	
If temporary, when is the object expected to be returned to Sweden?			20 - -
5. Reason for application ⚙ (see also field 7 to append documents)			
<input type="checkbox"/> Inheritance		<input type="checkbox"/> Division of joint property	
<input type="checkbox"/> Purchase		<input type="checkbox"/> Sale	
<input type="checkbox"/> Will		<input type="checkbox"/> Moving	
<input type="checkbox"/> Exhibition		<input type="checkbox"/> Other (state reason)	
<b>DECISION</b>			
This decision has been made pursuant to the Cultural Heritage Act		Signature	
5 ch. <input type="checkbox"/> 10 § <input type="checkbox"/> 11 §		Date 20 - -	
Issuing authority		Name in block letters	
Export permit is granted as per application		<input type="checkbox"/> The object(s) do not require permission and may be exported without a permit	
The permit is valid for one year from the date of the decision			

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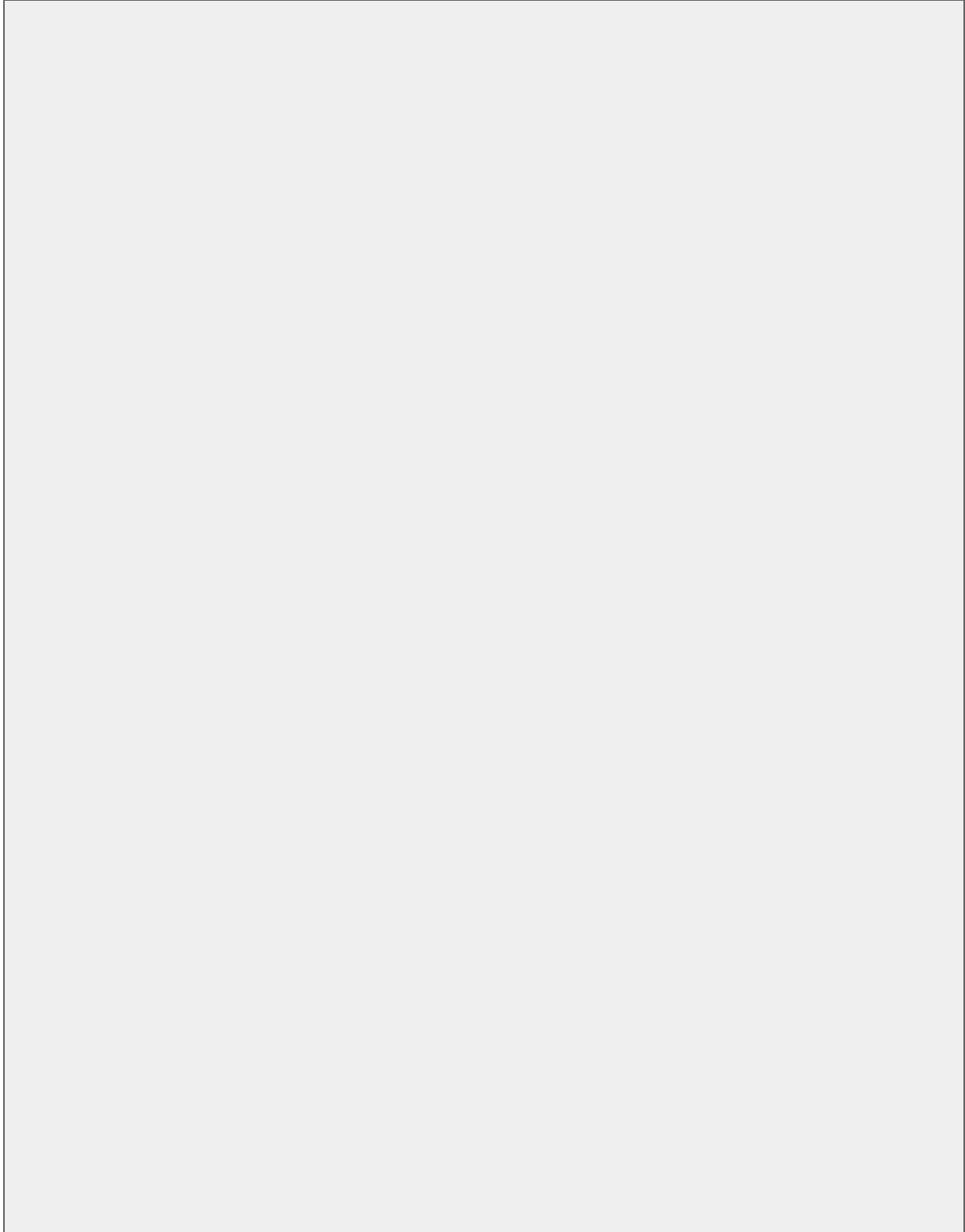
Application for permission to export cultural goods

6. Details of the cultural good(s) (If this space is not sufficient you can continue on one or more additional pages. See field 10).		
6.1 Category of object   If the application concerns furniture, a mirror, chest, grandfather clock, wall clock, table clock, musical instrument, chandelier or tapestry, state also <b>Geographical origin/country of manufacture</b>	6.2 Title/Name/Subject	
	6.3 Number/Quantity 	
	6.4 Dimensions	
6.6 Originator/Provenance/Bibliographical description  Or <input type="checkbox"/> Swedish <input type="checkbox"/> foreign	6.5 Material/Technique	
	6.7 Dating/Era/Style designation	
6.8 <input type="checkbox"/> Purchased by auction      Auction house		
Name of auction	Lot no. of the object	6.9 Current value (SEK)
7. Appended documents		
<input type="checkbox"/> Photograph (see also field 9) 	<input type="checkbox"/> Certificate of the provenance of the object	
<input type="checkbox"/> List (if a collection of objects)	<input type="checkbox"/> Will/Estate inventory (only if inheritance)	
<input type="checkbox"/> Exhibition loan agreement/decision	<input type="checkbox"/> Permit acc. to KML 4 ch. 9 § (applies only to church fittings)	
<input type="checkbox"/> Certificate of the value of the object	<input type="checkbox"/> Moving abroad, Notification to National Tax Board	
<input type="checkbox"/> Bibliography/Catalogue	<input type="checkbox"/> Other document (state what)	
8. Application 		
The applicant certifies that the application is complete and correct and that it contains all relevant data about the cultural good(s) in question. The applicant is aware that the grant of an export permit applies only on the terms stated in the application and that a permit based on incurrent or incomplete data is not valid.		
Place and date	Signature	Name in block letters

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**9. Photograph(s) of the cultural good(s) (at least 9 x 12 cm)**

The photograph should be in colour and of high quality and depict the whole object



**10. Additional pages**

This page is accompanied by          additional pages

This page should not be appended to the application

### General

The export application should be completed electronically or by hand. If it is completed by hand, please write in ink and block letters. The application should not contain any erasures, overwritten words or other changes.

The main rule is that one application should be submitted for each object. Two or more objects which make up a natural unit, such as a service, a mirror with accompanying table or a pair or series of chairs may however be presented on the same form; see further KRFS 2002:2. A random collection of paintings or drawings, on the other hand, should not be presented in a single export application.

**NB. If the application is submitted in paper format, only one side of the page may be used as well as white paper.**

After the application has been completed and signed by the applicant it should be sent in 1 copy to Riksantikvarieämbetet either by post or – after scanning – by e-mail.

Applications sent by post (on one side of the paper) should be addressed to:  
*Riksantikvarieämbetet*  
*Box 1114*  
*621 22 Visby*

Applications sent by e-mail should be addressed to: *registrator@raa.se*

See the form for information about which data are obligatory.

**Field 1:** State name or company name and full address of the applicant's home or seat. State also personal identity number or organization number, telephone and/or mobile number and valid e-mail address.

**Field 2:** State the recipient's name and full address and the country to which the object is to be exported.

**Field 3:** State the name and address of the owner if this is not the same as the applicant.

**Field 4:** State, as far as is known, whether the export is definitive or temporary. By temporary export is meant primarily applications occasioned by the loan of the object(s), e.g. for an exhibition.

**Field 5:** State whether the object(s) to be exported are to be sold, exhibited, have been acquired by purchase, will, division of joint property, inheritance or as part of household goods taken by the owner

when moving abroad. Alternatively, some other reason should be stated for the export application. (You can cross more than one square.)

**Field 6.1:** State which category of object (e.g. painting, drawing, manuscript, printed map, grandfather clock, musical instrument, Sami object, or book) the object(s) belongs to, with reference to the categories specified in the Cultural Heritage Ordinance (1988:1188). Object categories can also be found in the brochure with rules for export which can be downloaded from: [www.raa.se](http://www.raa.se).

If the application concerns a piece of furniture, mirror, chandelier, tapestry or a chest, grandfather clock, wall clock, table clock or musical instrument, state the geographical origin of the object(s). If the country of manufacture is not known it is sufficient to state whether the object was made in Sweden or abroad, or else "country of manufacture unknown".

**Field 6.2:** State the title or name of a painting, piece of furniture, archive, book, etc. if there is one and it is known.

**Field 6.3:** Specify the number of objects comprised by the application (cf. "General" above).

**Field 6.4:** State the dimensions of the object(s) (in centimetres) and, where relevant, the dimensions of the support. If the forms of the object are complicated or special, state the dimensions in the following order: height x width x depth.

**Field 6.5:** State with the greatest possible precision the material and the technique used, e.g. oil painting, wood engraving, copperplate engraving, pencil or charcoal drawing, cast, etc.

**Field 6.6:** State the name of the originator if it is known and documented. The term originator denotes, e.g., maker, artist or author/publisher. If the object has been produced through cooperation or is a copy, state all the originators, or the originator who has been copied, if these are known. If the object is merely attributed to an originator state "attributed to [...]". If the name of the originator is not known it is sufficient to state whether it was a Swedish or foreign citizen, or else "originator unknown".

For an archive, an archival document or a collection of archival documents, instead of the originator, or as a supplement to that information, its provenance may be stated briefly. By provenance is meant, e.g., origin, history of ownership or other details known about its history.

For books or manuscripts give if possible a simple bibliographical description which includes a description of the binding, details of provenance (see the paragraph above) and size, stated as folio, quarto, etc. (see also the paragraph about dimensions above).

This page should not be appended to the application

**Field 6.7:** State as exact a dating of the object(s) as possible. If an exact dating is not known, state the century, part of a century (e.g. the first quarter-century or half-century) or millennium in cases where that is the most relevant dating. For objects that belong to one of the categories for which a time limit is stated (e.g. more than 100 years old or more than 50 years old) and where it is not sufficient to state the century, state a year, even if the exact date is not known (e.g. around 1890, c. 1950). Alternatively, the era in which the object(s) came into existence can be stated, e.g. Renaissance or late baroque or a correct style designation, e.g. late Gustavian, Karl Johan, neo-Gothic etc.

**Field 6.8:** If the object(s) was bought by auction in the last five years, indicate this with a cross in the relevant box. State also the auction house, the name of the auction and the lot number of the object.

**Field 6.9:** State if possible the current sales value of the object(s) or, if this is not possible, a value estimated on reasonable criteria such as the reserve auction price or the current insurance value.

**Field 7:** Cross the appropriate squares. The permit-granting authority can request the documents needed to make a decision. It will, however, save time if the applicant appends documents from the beginning if they are available and may be relevant with reference to the character of the application and/or the object.

**Field 8:** The signature of the applicant, or the applicant's representative. The signature certifies the correctness of the data provided in the application and in appended documents.

**Field 9:** One or more photographs with a format of at least 9 x 12 cm should be glued into this field. Alternatively, **one** image in digital form can be uploaded. If an uploaded image needs to be replaced with another, click in the field and select a new image for upload. Possible additional photographs/images must be included as supplementary pages (see field 10).

The photograph(s)/Image(s) should be in colour and of such quality that it is easy to identify the object(s) and apprehend its properties in a satisfactory manner. To ease the identification of three-dimensional objects it is a good idea to append photographs taken from different angles.

The permit-granting authority can if necessary request other and/or additional photographs.

**Field 10:** State the number of any supplementary pages used. The supplementary pages can comprise, for example, any appendices stated in field 7 and 9 or information not contained in any of the other fields.

**Decision:** The signature of the permit-granting authority.

If an application is submitted for a cultural object which is not covered by the obligation to obtain a permit according to the Cultural Heritage Act (KML 1988:950), the permit-granting authority indicates this by a cross in the square and a special stamping.