



## Fact Sheet

# REPORTING FORM PROPRIETARY WEB PRESENCE

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The reporting form „proprietary web presence“ serves to identify your claims arising from the usage of your works of fine art, photography, illustration, caricature, cartoon images/comics, logos, infographics and design

- on web pages with reference to Germany and/or
- on social media pages such as Facebook or Instagram.

This relates to the distribution line „private copy royalties for digital sources fine art“ insofar as you are a member of the professional group I, and the distribution line „private copy royalties for digital sources image“ insofar as you are a member of the professional group II.

### Web presence

According to the distribution plan, a „proprietary web presence“ refers to your own online presence, irrespective of whether the website is operated by yourself or a third party (e.g. a gallery). It does not matter whether you have a website or a social media account (e.g. Facebook, Instagram) or both. However, it is important that your website is freely accessible and displays at least one of your own works.

### Reporting Option

Only members of the professional groups I and II of Bild-Kunst can report a proprietary web presence.

### Reporting Deadlines

The closing date for the usage year is always **30<sup>th</sup> June** of the following year.

### Reporting Procedure

You can submit your claim via the electronic registration portal or in writing through the forms provided by VG Bild-Kunst. These forms can be submitted by mail, by fax or sent as a scanned version by email.

### Reporting System

Please indicate on the standardised reporting form for web presence if it includes your own works in the following categories:

- Fine Arts
- Photography
- Other visual works

If you wish to claim for works of fine art, you need to be a member of the professional group I. If you wish to claim for „photography“ and/or „other visual works“, you need to be a member of the professional group II.

Distributions for a proprietary web presence are made on a flat-rate basis. You do not need to provide any individual access credentials. In addition, it does not depend on the number of illustrations of your works that you publish on your website. Your web presence cannot be located behind a paywall but needs to be accessible to all users.

### Author Details and Signature

You must always enter your **author number** and your **surname** in the category **author details**. You must personally sign the form at the bottom.

### Further Information

All reporting forms, the fact sheet and distribution plans can be found on our homepage [www.bildkunst.de](http://www.bildkunst.de) at Service > Service for Members > Forms for Members.

Please send your claim to:

**VG Bild-Kunst**  
**Weberstraße 61**  
**53113 Bonn**

**Fax: +49 (0) 2 28 9 15 34-39**

**E-Mail: [auswertung-bild@bildkunst.de](mailto:auswertung-bild@bildkunst.de)**

We are happy to answer any questions you may have about claims.