

ORDINANCE No. 2/08/2021
of the Director of Wrocław Contemporary Museum in Wrocław
of 19 August 2021
on setting the fees and rules of granting licenses for the commercial use
of digitised images of objects from the collection of Wrocław Contemporary Museum

Pursuant to § 9(2)(5) of the Statute of Wrocław Contemporary Museum (in organisation), I hereby order the following:

§ 1

1. Digital images of objects shall be made available on the basis of a written request addressed to the Director of the Museum, sent to the following address: mww@muzeumwspolczesne.pl, or by post, to the following address: Wrocław Contemporary Museum, Plac Strzegomski 2a, 53-681 Wrocław, which shall contain:
 - name and surname / company name, address, telephone number, e-mail, tax identification number in the case of legal persons;
 - type, description of the work: artist, title, year, inventory number;
 - way of using the image, purpose of sharing.
2. The request shall be considered within maximum 14 days from the date of receiving it.
3. In the event of inability to provide a response within the time limit indicated in section 2 above, the Museum shall immediately inform the requester of the earliest possible date of considering the request.
4. The right to make reproductions of the collected objects available is limited pursuant to Article 6 of the Act of 25 February 2016 on the re-use of public sector information, in particular:
 - a. in the case of objects kept by the Museum on the basis of a deposit, lending agreement, etc., if the requester has not obtained the written consent of the owners;
 - b. in the case of objects to which copyrights and related rights, as defined by the provisions of the Act of 4 February 1994 on copyrights and related rights (Journal of Laws 2018, item 1191, as amended), which is subject to protection under international agreements or European Union law, are retained by entities other than the obliged entities;
 - c. in the case of objects kept by the Museum whose original proprietary copyrights or related rights are retained by entities other than the Museum, and the duration of these rights has not expired.
5. In the case of non-standard requests, the cost of the service shall be determined individually
6. Academics, students, teachers, employees of museums and state archives conducting documented scientific research or educational classes shall receive a 50% discount; they may also apply to the Director of the Museum for a full exemption (only in the case of using the image in a scientific/non-commercial publication). For documentation purposes,

a document signed by the head of the scientific, research or educational institution is required.

7. Photographing for personal use means that the reproductions shall be used for purposes that do not serve to obtain profits or other financial benefits.
8. The Director of the Museum may refuse to grant consent to the reproduction of an object due to its fragile state of preservation or contraindications for conservation.
9. In the case of using the image of an object in a publication, film, Internet, exhibition, etc., the requester is obliged to provide information about the owner (Wrocław Contemporary Museum) and the photographer, as well as to meet other conditions specified in a separate agreement.
10. When using images of objects from the collections of Wrocław Contemporary Museum, the requester is obliged to comply with the applicable copyright law.
11. The Director of the Museum may exempt an institution, legal entity or natural person from the fee in the case of conducting a project in cooperation with the Museum or commissioned by the Museum.
12. The Museum reserves the right to make separate arrangements in the case of non-standard requests, especially in the case of simultaneous promotion of the Museum and popularisation of its collections.

§ 2

[Price List]

1. Digital reproduction of an object, without the right to publish:		Fee (net + 23% VAT)
1.	spatial objects, two-dimensional objects	PLN 50 (one take)
2.	museum building, museum halls and exhibitions	PLN 30 (one take)
2. Fee for one-time use of a digital photograph or scan in a publication:		Fee (net + 23% VAT)
1.	scientific, educational and popular science publications, educational exhibitions, etc.	PLN 150
2.	other publications, commercial, advertising materials, exhibitions, etc.	PLN 200
3.	Internet, including for commercial purposes: the fee depends on the type of information (tourist, advertising, etc.)	negotiated individually: from PLN 50 to PLN 150
4.	Other	negotiated individually
3. Photographing / filming of the Museum building by an external party:		Fee (net + 23% VAT)
1.	Professional photographing / filming of museum objects for commercial purposes	PLN 150 / 1 object
2.	Professional photographing / filming of museum rooms and exhibitions (general view of the room), museum buildings for commercial purposes, documentary or feature film	negotiated individually

§ 3

1. The fee should be paid to the Museum's bank account indicated on the invoice.
2. The image of the object shall be made available electronically after the payment is credited.

§ 4

This Ordinance shall come into force on the day of issue.