



Canada Council for the Arts
Conseil des arts du Canada

Public Lending Right Program

Programme du droit de prêt public

150 Elgin Street | rue Elgin
PO Box | CP 1047
Ottawa ON K1P 5V8
1-800-521-5721 or 613-566-4378
www.plr-dpp.ca plr@canadacouncil.ca

Author Registration Form

Registration Period: 15 February to 1 May 2018

Office use only

All fields are mandatory unless otherwise indicated.

Last name: _____ First name: _____

Home address: _____

City: _____ Province: _____

Postal code: _____ E-mail: _____

Tel. Home: _____ Tel. Office: _____ ext. _____ Year of Birth: _____
(optional) (optional)

PLEASE NOTE: Registrations are accepted only during the annual registration period (with date of postmark as proof).
The results of your registration will be mailed to you in February 2019.

Language of Correspondence: **English** **French**

Social Insurance Number (SIN): _____

If you receive a payment, the Public Lending Right Program is required to report your SIN to the Canada Revenue Agency (CRA) for income tax purposes. According to subsection 162(6) of the **Income Tax Act**, individuals who fail to provide a Social Insurance Number under the Act are liable to a penalty of \$100.

Citizenship Status*: **Canadian Citizen** or **Permanent Resident of Canada**

*If you live outside of Canada, you must provide proof of Canadian Citizenship.

Permission to Share Information:

Under the provisions of the **Privacy Act**, the personal information you provide to the Public Lending Right Program cannot be released to anyone outside the PLR Office and/or the Canada Council for the Arts without your consent. If, however, you want to allow your name and address to be released to an organization for research purposes, please check this box. (optional)

Declaration: (please check boxes)

For each title listed on this form, I have attached:

- a photocopy of the title page;
- a photocopy of the copyright page where my name and the title of the book appear and;
- a photocopy of the table of contents (if available)

I declare that the information I have given is true and accurate, that books I am registering have been published, and that I am eligible for a PLR payment according to the Public Lending Right Program's criteria.

I understand that any misrepresentation on these forms or in any accompanying information may render me ineligible for PLR payment.

I understand that cheques issued by the Public Lending Right Program must be cashed within 6 months of issue; otherwise payment will be stopped and the PLR Commission will no longer be liable for the amount of the cheque.

Signature: _____

Date: _____



Canada Council
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de prêt public

Title Registration Form

Registration Period: 15 February to 1 May 2018

Instructions

Consult the PLR Program's eligibility criteria to make sure that you and your titles are eligible before you fill out this form.

Proof of receipt:

If you wish to receive proof that your PLR Author Registration Form has been received by the PLR office, please enclose a self-addressed stamped envelope with your form. An alternative is to send your form by registered mail.

How to submit titles:

- For each published title, please enter relevant information on this form and, if needed, on an additional page, available on the PLR website.
- You **must** include: a photocopy of the **title page** and a photocopy of the **copyright page** (on which your name and the title of the book appear) and a photocopy of the **table of contents**, if available.
- **Editors** must identify their written contribution (including the number of pages) on the photocopy of the table of contents.

Use the codes from the table below to fill out the form.

ISBN:

Please enter all valid ISBNs (10 or 13 digit) for your title.
For ebooks, please submit PDF and ePub formats only.

Language:

- E** – English
- F** – French
- B** – Bilingual (English and French)
- Other** (specify language)

Category:

- C** – Children's/Young Adult
- D** – Drama
- F** – Fiction
- N** – Non-fiction
- P** – Poetry
- S** – Scholarly

Contribution:

- A** – Author
- C** – Co-author
- E** – Editor
- I** – Illustrator
- N** – Anthology contributor
- P** – Photographer
- T** – Translator

% Share:

You must enter the percentage share based on your specific contribution to the printed material in the book.

Table of contents:

Yes or **No** if there is a table of contents.

Mail in your completed Registration form with the required support material to:

PLR Program
150 Elgin St, PO Box 1047
Ottawa, ON K1P 5V8

Consult the PLR Program's eligibility criteria to make sure that you and your titles are eligible before you fill out this form.

Title Registration Form

Registration Period: 15 February to 1 May 2018

Title of book:		
(add your pseudonym, if applicable)		
Enter all relevant ISBNs for your title below (10-13 Digits) (e.g. 978-3-16-148410-0)	Format: Paper, PDF or ePub	Office use
ISBN 1		
ISBN 2		
ISBN 3		
ISBN 4		
Language Specify other:	% Share	
Category	Total Number of Pages	
Contribution	Table of Contents	

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