

REPUBLIC OF CROATIA
STATE INTELLECTUAL PROPERTY
OFFICE
Ulica grada Vukovara 78
10 000 ZAGREB

REQUEST

for the grant of authorisation for an independent management entity with a registered office or a principal place of business in the Republic of Croatia

1.	Name of the independent management entity (hereinafter: the IME)	
2.	Personal identification number (OIB) of the IME	
3.	Registered office of the IME or its principal place of business in the Republic of Croatia, telephone number, telefax number and e-mail address	
4.	Legal form of the IME	
5.	Number of employees with the IME	
6.	Categories of copyright or related rights holders whose rights the IME intends to manage and the information on the rights, categories of rights, types of works or subject matter of related rights it intends to manage for these right holders	
7.	Number of powers of attorney issued for representation of a right holder and contracts concluded with right holders	
8.	Name and surname, personal identification number/OIB and address of a natural person responsible for legal affairs of collective management of rights, employed in the profession service of the IME ¹	
9.	Name and surname, personal identification number/OIB and address of a natural person responsible for financial affairs of collective	

¹ a person with a completed integrated undergraduate and graduate university study of law or an equivalent study of law in accordance with previously valid regulations, who has at least two years of professional experience in the management of copyright and related rights and a command of English, French or German

	management of rights, employed in the professional service of the IME ²	
10.	Name and surname, personal identification number/OIB and address of an attorney and/or name, personal identification number/OIB and address of the registered office of a legal person registered to perform the activity of accounting ³	
11.	Website of the IME	
12.	Name and surname and e-mail address of a person authorised to communicate with the State Intellectual Property Office	
13.	Name and surname of the person managing the business of the IME	
14.	Enclosures to the request:	<input type="checkbox"/> Evidence of the legal form of the IME, including the court register excerpt and the information about the registered activity <input type="checkbox"/> Statute or another corresponding act of establishment of the IME <input type="checkbox"/> General rules of distributing the amounts due to right holders and other information and documents prescribed by Article 250 of the Copyright and Related Rights Act ⁴ (subparagraph 1, 2, 3, 4, 6, 7 and 8) and Article 272 of this Act <input type="checkbox"/> The list of persons (names and surnames, personal identification numbers/OIB and residence addresses) who manage the business of the IME <input type="checkbox"/> The list of right holders represented on the basis of contracts concluded with and powers of attorney issued by the IME, who notified the collective management organisation, authorised by the Office in the specific field, explicitly in writing not to manage their rights, and copies of these contracts and powers of attorney <input type="checkbox"/> The list of mutual representation agreements with other collective management organisations, with the

² a person whose professional qualifications meet the accounting regulations and who has at least two years of professional experience in organising and managing accounting

³ To be applied if the organisation does not employ professionals listed under point 8 and 9 of the Form

⁴ [Zakon o autorskom pravu i srodnim pravima](#) (NN 111/21), hereinafter: the CRRA

		<p>names of organisations parties to these agreements or with the IMEs and their copies (if applicable)</p> <p><input type="checkbox"/> A written statement of the person managing the business of the IME (substantiated by corresponding data) showing that the IME has corresponding material and human resources for collective management of rights⁵</p> <p><input type="checkbox"/> Evidence of qualification degree, adequate professional experience and of knowledge of foreign languages for the person under point 8 as well as evidence of this person's employment with the IME filing a request</p> <p><input type="checkbox"/> Evidence of professional qualifications meeting the regulations for accounting and of corresponding professional experience for the person under point 9 as well as evidence of this person's employment with the IME filing a request</p> <p><input type="checkbox"/> A contract concluded with an attorney and/or a legal person registered for accounting and evidence of these persons' meeting the requirements under Article 225 paragraph (5) subparagraph 2 of the CRRA</p> <p><input type="checkbox"/> Evidence of payment of procedural costs as prescribed ⁶</p>
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In _____, on _____.

Signature of an authorised person of the IME:

⁵ Article 225 paragraph (4) and paragraph (5) or Article 225 paragraph (6) of the CRRA

⁶ Article 47 of the Regulation on Fess for Proceedings in the Field of Intellectual Property and Professional Services of the State Intellectual Property Office (NN 119/21)