



GUIDANCE FOR EXPORTERS OF ARCHAEOLOGICAL OBJECTS

The following guidance has been prepared by the Arts Council to assist persons who wish to export an archaeological item which has been excavated in the UK and who are required to apply for an export licence.

Provision of the information suggested in this guidance is not mandatory (and in some cases the information may not be available to you) but, by providing the suggested information, you will help the expert adviser who deals with your case to assess the application properly and promptly. This guidance supplements and does not replace the Arts Council's publication, "*UK Export Licensing for Cultural Goods: Procedures and guidance for exports of works of art and other cultural goods*", to which applicants should refer and which can be found on the Arts Council website artscouncil.org.uk

The Application Form 'Application for Export Licence (Objects of Cultural Interest)', also known as ELU form C

It is recommended that the following details are included in the table provided on page 3 of the application form which requires a full description of the goods to be exported.

- Findspot (Please note that you should obtain the landowner's permission to disclose this. It should be as specific as possible (i.e. National Grid Reference or Parish/County.)
- Historical period (e.g. Anglo-Saxon)
- Type (e.g. brooch)
- Sub type (e.g. button)
- Composition (e.g. copper alloy)
- Total number of items
- Value (if your application comprises multiple objects which are not defined as a set or group, you must provide an individual value for each one, with the total value at the bottom)
- Measurements (including weight)
- Reference numbers (if applicable) from the Portable Antiquities Scheme, the Early Medieval Coin (EMC) Corpus, or the Celtic Coin Index (CCI). We recommend that all UK archaeological objects are recorded with the relevant scheme.
- Treasure reference number for any item which has been reported as 'Treasure' under the Treasure Act.

All of the above can be provided in the table headed *Goods to Be Exported* on page 3 of the application form, or on a separate sheet.

You should also provide high resolution images showing the front/obverse and back/reverse.

Further Information:

Export licence applications for archaeological items are assessed against the Waverley criteria. The granting of an export licence does not guarantee that the applicant/consignee/owner has legal title to the object, or that the object is not tainted in any way. Applicants are advised to follow the *Advice for People Buying Archaeological Objects from the United Kingdom* finds.org.uk/treasure/advice/adviceonbuying published by the Portable Antiquities Scheme and refer to the Cultural Property Advice website collectionstrust.org.uk/cultural-property-advice