

SAMPLE LETTER CURRENT OWNER

State Secretary for Education, Culture and Science,
through the agency of the Advisory Committee on the
Assessment of Restitution Applications for Items of
Cultural Value and the Second World War
PO Box 556
2501 CN THE HAGUE

[date]

Dear State Secretary, dear Committee,

[Current owner], represented by [name and title of authorised representative] hereby requests the Restitutions Committee to take up the following case for investigation and binding opinion, pursuant to Article 2, paragraph 2 of the Decree establishing the advisory committee on the assessment of restitution applications.

[Current owner] has received an application for restitution from [name(s) of (legal successor(s) to previous owner)], represented by [name and domicile of representative]. This application for restitution concerns the artwork [title artwork] by [name artist], which has been in the possession of [current owner] since [date/year] and is currently in the collection of [name of museum/collection]. In mutual consultation with the other party, it has been agreed to submit the claim to your Committee, for which the other party will send you a separate letter.

Enclosed please find a power of attorney [or other formal document] from [current owner] showing that [undersigned/name of authorised representative] is authorised to act on their behalf.

By signing this letter, we declare that we accept the Committee's rules for handling the case and that we will consider the opinion to be issued by the Committee as binding.

Kind regards,

[Name, contact details and signature of authorised representative of current owner]

SAMPLE LETTER FORMER OWNER

State Secretary for Education, Culture and Science,
through the agency of the Advisory Committee on the
Assessment of Restitution Applications for Items of
Cultural Value and the Second World War
PO Box 556
2501 CN THE HAGUE

[date]

Dear State Secretary, dear Committee,

[name(s) and details of legal successor(s) to former owner], represented by [name and domicile of representative and relationship with the legal successor(s)] hereby request the Restitutions Committee to take up the following case for investigation and binding opinion, pursuant to Article 2, paragraph 2 of the Decree establishing the advisory committee on the assessment of restitution applications.

A dispute exists between the above party and [current owner] concerning the artwork [title artwork] by [name artist], which is in the collection of [name of museum/collection].

[name(s) of legal successor(s) to former owner] argue that, [description of period: on/in/during/from ... to ...], the work of art was owned by [name former owner] in [place of residence] and that [he/she] lost possession of the artwork involuntarily as a result of [brief description]. [Name(s) of legal successor(s) to former owner] is/are, therefore, currently requesting restitution of this artwork. In mutual consultation with the other party, it has been agreed to submit the claim to the Restitutions Committee, for which the other party will send you a separate letter.

Enclosed please find a copy of [description of document: certificate of inheritance, will, birth certificate, extract from the Chamber of Commerce concerning an art dealership, etc.], showing the relationship between [names of legal successors] and [name of former owner].

By signing this letter, we declare that we accept the Committee's rules for handling the case and that we will consider the opinion to be issued by the Committee as binding.

Kind regards,

[Name(s), contact details and signature(s) of (the representative of the) legal successor(s) to the former owner]