

Department of Arts, Sport & Tourism
Export Licensing Procedures

The Department of Arts, Sport and Tourism is entrusted to protect and preserve objects relating to Ireland's archaeological and cultural heritage. It is essential for the Department to be aware of the export of such items and, if necessary, to employ measures to assist in the retention within the State of objects of particular cultural value.

(1) Licences to export cultural goods / objects from Ireland to destinations within the EU

Licences to export cultural goods / objects from Ireland to destinations within the EU are issued by the relevant National Cultural Institution and/or the Department of Arts, Sport and Tourism having regard to the particular object, document, painting etc.

Application forms for licences to export from Ireland to within the EU are available from the relevant National Cultural Institution (see details below) or directly from the Department of Arts, Sport and Tourism (see details below).

- **Export of Documents and Pictures**

Applications for licences to export such objects within the EU are considered having regard to the provisions of the **Documents and Pictures (Regulations of Export) Act, 1945** This Act regulates the export of documents and pictures to which its provisions apply with the object of preserving records of those which are of national, historical, genealogical or literary interest.

Licences to export documents or manuscripts from Ireland to destinations within the EU are issued by the Department of Arts, Sport and Tourism but the Department will seek the observations of the National Library of Ireland as part of its consideration of any licence application. Receipt of all licence applications will be acknowledged within 5 working days. The required licence will issue within 20 working days of receipt of the application or in instances where further information may be required such that would delay the issue of the licence, an applicant will be contacted before the 20 day period expires to explain the situation.

Application forms for licences to export manuscripts or documents to destinations within the EU can be obtained from either:

Department of Manuscripts
The National Library of Ireland
Kildare St
Dublin 2
Tel: 01 6030352
Email: info@nli.ie

or:

Ms Ena Walsh or Mr Cal McCarthy
Cultural Institutions Unit
Dept of Arts, Sport and Tourism
New Road
Killarney

Co Kerry
Tel: 064 6627354
Email: enawalsh@dast.gov.ie
or
cmccarthy@dast.gov.ie

Licences to export paintings or drawings from Ireland to destinations within the EU are issued by the National Gallery of Ireland from whom further information is available if required.

Application forms for licences to export paintings or drawings to destinations within the EU can be obtained from:

The Registrar's Office
National Gallery of Ireland
Merrion Square West
Dublin 2
Tel: 01 6633581/6633540
Email: cclarke@ngi.ie and ksmit@ngi.ie

- Export of Archaeological Objects
Applications for licences to export such objects within the EU are considered having regard to the provisions of **Sections 49 and 50 of the National Cultural Institutions Act, 1997**. These sections set out the restrictions which apply to the export of archaeological objects and the provisions which apply in relation to the issuing of such licences.

Licences to export archaeological objects from Ireland to destinations within the EU are issued by the National Museum of Ireland from whom further information is available if required.

Application forms for licences to export archaeological objects to destinations within the E.U are available from:

Licensing Section
National Museum of Ireland
Kildare Street
Dublin 2
Tel: 01 6777444
Email : licensing@museum.ie.

(2) Licences to export cultural goods / objects from Ireland to destinations outside the EU

The Department for Arts, Sport and Tourism is the competent authority for the issue of licenses to export to destinations outside the EU, and issues such licences whilst procuring appropriate professional / technical advice from the relevant National Cultural Institution. All applications for such licences are considered having regard to the provision of **Commission Regulation (EEC) No. 8752/93** which lays down

provisions for the implementation of [Council Regulation \(EEC\) 3911/92](#) on the export of cultural goods. [Council Regulation No 116/2009](#) has recently amended /codified [Council Regulation 3911/92](#).

Further information relating to Regulations governing the export of cultural objects to destinations outside the EU is available under the *Cultural Goods: Protection* section of the website of the Department of Arts, Sport and Tourism. www.dast.gov.ie
www.arts-sport-tourism@gov.ie

Application forms for licences to export from Ireland to outside the EU are available from the Department of Arts, Sport and Tourism. To obtain an application form please contact:

Ms Ena Walsh or Mr Cal McCarthy
Cultural Institutions Unit
Dept of Arts, Sport and Tourism
New Road
Killarney
Co Kerry
Tel: 064 6627354
Email: enawalsh@dast.gov.ie

or

cmccarthy@dast.gov.ie

An application form will be forwarded to you along with guidelines for completion of the form. The form should be completed in triplicate as per the guidelines and returned to the contact name(s) mentioned above.

The application will be considered by the Department and receipt of all applications will be acknowledged within 5 working days. The required licence will issue within 20 working days of receipt of the application or in instances where further information may be required such that would delay the issue of the licence, an applicant will be contacted before the 20 day period expires to explain the situation.

Department of Arts, Sport and Tourism
Procedures re Licences to Alter archaeological objects

The Minister for Arts, Sports and Tourism may grant a licence to alter an archaeological object in accordance with the provisions of [Section 25 of the National Monuments Act, 1930, as amended by Section 20 of the National Monuments \(Amendment\) Act, 1994](#)

Application forms for licences to alter archaeological objects are available from:

Mr Pádraig Clancy
National Museum of Ireland
Kildare Street
Dublin 2

Tel: 01 6777444
Email : pclancy@museum.ie

The completed application form should be returned to the National Museum of Ireland who will then forward it to the Department of Arts, Sport and Tourism for processing.

The Department will acknowledge receipt of an application within 5 working days of receipt. An approved licence will be signed at Assistant Secretary General level within the Department and sealed with the official seal of the Department of Arts, Sport and Tourism. A licence will issue within 20 working days of receipt of an application or in instances where further information may be required such that would delay the issue of the licence, an applicant will be contacted before the 20 day period expires to explain the situation.

Signed / Approved licences together with all supporting documentation will be returned by the Department to the National Museum of Ireland for issue to the applicant.