



DRAMATIC, ARTISTIC and LITERARY RIGHTS ORGANISATION (Pty) LIMITED

www.dalro.co.za
dalro@dalro.co.za

SAMRO Place
20 De Korte Street
Braamfontein
2001 Johannesburg

P O Box 31627
2017 Braamfontein
Telephone 086 12 DALRO
International +27 (0)11 712 8000
Telefax +27 (0)11 403 9094

Affiliated to the International Confederation of Copyright Societies - CISAC
Member of the International Federation of Reproduction Rights Organisations - IFRRO
Reg. No. 1967/005018/07

REPROGRAPHIC REPRODUCTION REPORT
ON COPIES MADE UNDER DALRO LICENCE FROM A
BOOK or SERIAL PUBLICATION (JOURNAL/PERIODICAL/MAGAZINE)
(FOR USE BY EDUCATIONAL INSTITUTIONS HOLDING A DALRO BLANKET LICENCE)

A. GENERAL INFORMATION

1. Copies made by (Name of Institution)

[Empty text box for institution name]

2. Course of Study for which the Copies were made

[Empty text box for course of study]

3. Department

[Empty text box for department]

4. Name of Academic Staff Member teaching the Course of Study

[Empty text box for staff member name]

5. When were the Copies made?

Month

[Empty text box for month]

Year

[Empty text box for year]

6. Complete ONLY (a) OR (b) OR (c)

a) If Copies were made as a Single Item Handout, or for the compilation of a Course Pack, how many Handouts or Course Packs were made?

[Empty text box for number of handouts/packs]

b) If Copies were made to be placed in the Library's Short Loan Collection, how many Copies were made for the Short Loan Collection, and how many Students were enrolled for the Course of Study for which the Copies were made?

Number of Copies made for the Short Loan Collection

[Empty text box for number of copies]

Number of Students enrolled in the Course of Study

[Empty text box for number of students]

c) If the Copies were made by means of a Transient Electronic Copy, how many Students were enrolled in the Course of Study?

[Empty text box for number of students]

7. Complete ONLY (a)(i & ii) OR (b)(i & ii)

a) Book:

i) Number of Pages - with Page Numbers - of the Chapter or Extract Copied

ii) Number of Pages in the entire Book

[Empty text box for number of pages in chapter/extract]

[Empty text box for number of pages in entire book]

b) Serial Publication:

i) Number of Pages of the Article Copied

ii) Title of the Article Copied

[Empty text box for number of pages in article]

[Empty text box for title of article]

B. DETAILS OF THE BOOK or SERIAL PUBLICATION FROM WHICH THE COPIES WERE MADE

1. Full Title of the Book or Full Title of the Serial Publication

[Empty text box for full title]

2. Author(s) or Editor(s) or Compiler(s) of the Book or Author(s) of the Article from the Serial Publication

[Empty text box for author/editor/compiler name]

3. ISBN of the Book or ISSN of the Serial Publication

[Empty text box for ISBN/ISSN]

4. Publisher of the Book (refer to the imprint page) or Publisher of the Serial Publication

[Empty text box for publisher name]

5. Country of Origin of the Book or Serial Publication (i.e. where published, e.g. South Africa, United Kingdom, United States, etc.)

[Empty text box for country of origin]

SIGNATURE

CAPACITY

DATE