



Historic Environment Scotland (HES) support for Publication of «publication title»

HES will make a grant of £«amount» towards publication of «Author»'s «publication title» by «publisher» once the «monograph/report/paper» is published.

The following conditions must be accepted in writing by the publisher before HES will pay the grant.

1. HES will receive 4 free copies of the printed «monograph/report/paper» from «publisher» OR HES will receive a digital PDF of the on-line «monograph/report/paper» from «publisher».
2. «publisher» must give one free copy (either printed or digital, as appropriate) to each main author. It is up to «publisher», taking into account any agreement with the authors, whether or not to give free copies to major contributors or others, but HES will not provide any further sums for this purpose.
3. The «monograph/report/paper» must include an acknowledgement of the support that HES gave for the work which is reported in the «monograph/report/paper». The text of the acknowledgement must be approved by HES before publication.
4. The «monograph/report/paper» will include an acknowledgement that this publication was grant-aided by HES. The acknowledgement text must be approved by HES before publication.
5. «Publisher» will use the current HES logo in a prominent position in the printed «monograph/book» or on-line «report/paper». HES therefore requires «Publisher» to contact HES to obtain the current logo or to explain why the logo is not needed.
6. «Publisher» will retain all money earned from sale of «monograph/report/paper» until it has gone into profit.
7. Once the true costs to «publisher» of publication of the «monograph/report/paper» have been covered, including non-grant-aidable costs, but minus the HES grant, «publisher» will give HES a proportion of the profits. That proportion of the profit will be the proportion of the HES grant to the true costs of publishing the «monograph/report/paper» to «publisher» including non-grant-aidable costs.
8. «publisher» will provide HES with an account of sales every 30 June to cover the year up to 31st of March of that year.
9. Any sum due to be paid to HES will be paid on 30 June or such other date as may be agreed between HES and «publisher», in every year that the sum of all payments due to HES under this agreement and any similar agreement relating to another «monograph/report/paper» is greater than £100.
10. Where the total sum due to HES is less than this, any year's payment may be held over for a year and added to that due in the succeeding year.

HES may choose to waive further payments when sales have dwindled to such a low level that the cost of recording and paying over payments is excessive relative to the sums which would be recovered. Decisions on this point will be considered upon request and will be conveyed in writing.