

SAMPLE LETTER JOINT SUBMISSION

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
The Netherlands

[date]

Dear State Secretary, dear Committee,

[party 1: name and details of *current owner*], represented by [name and title of authorised representative]

and

[party 2: names and details of (legal successor to) *former owner*], represented by [name and domicile of representative and relationship with the heirs/legal successors]

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 mentioned parties concerning the artwork [title artwork] by [name artist], which has been in the possession of [party 1 (current owner)] since [date/year] and is currently in the collection of [name museum/collection].

[names party 2] 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].

Enclosed please find the following documents:

- 1) a power of attorney [or other formal document] showing that [name of authorised representative] is authorised to act on behalf of [name of current owner];
- 2) a copy of [formal document: certificate of inheritance, will, birth certificate, extract from the Chamber of Commerce concerning an art dealership, etc.], showing the relationship between [names of heirs/legal successors] and [name of former owner].

By signing this letter, the parties declare that they accept the Committee's rules for handling the case and that they 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]

[Name, contact details and signatures of (the representative of the) legal successors to the former owner]