**[Appendix] Acknowledgement Letter by Overseas Publisher**

The following are the items that KAMS as a supporting organization asks an overseas publisher to confirm in order to provide support for the publication of (author’s name)’s (book’s title); detailed content may be amended through discussion.

1. Outline of Publication Project

|  |  |
| --- | --- |
| Classification | Details |
| Book information | Title |  |
| Number of copies |  |
| Book size |  |
| Number of pages (A4 pages) |  |
| Number of images |  |
| Cover |  |
| Other | *\*If the book is to be published as an e-book, etc.* |
| Contract information | Date of contract |  |
| Terms of contract |  ~  |
| Expected date of publication |  |
| Total budget |  |
| \*Number of first edition prints must exceed 300. However, if the book is to be published as an e-book or open-source, first edition prints may be subject to negotiation.\*If the length of the final manuscript falls short of the originally proposed length, the shortfall may be reflected in the remaining balance to be paid. |

2. The grant will be decided through evaluation, and the publisher should enter into a contract with the author by September 15.

1) The contract between the publisher and the author should clearly specify the provisions regarding the royalties to be paid to the author.

2) If the contract between the publisher and the author is not carried out, KAMS will not provide the grant.

3. KAMS can support a maximum of KRW 50 million for the publication of the above book. The grant may be paid towards actual expenses including a writing fee for the author, translation, editing, images royalties, etc., and KAMS may ask the publisher to submit evidential documents such as invoices for translation and expenses paid to the author.

4. After selection, KAMS will enter into a MoA with the publisher based on the contract between the publisher and the author and will pay the grant to the publisher.

1) The grant will be paid in two parts: the advance (70%) upon the submission of the overseas publication contract and the balance (30%) upon the submission of the published book and completion report.

2) A brief report must be submitted every December during the project period, and the final manuscript must be submitted when it is complete.

3) 30 copies of the published book must be submitted after completing publication within agreed project period.

4) Press releases and promotional materials (articles, critiques, advertisements, recommendations, etc.) must be submitted upon publication of the book and sales reports must be submitted for three years thereafter.

5. If the publication is not completed within the expected date of publication above, the publisher shall return to KAMS 100% of the grant paid.

7. Publication Budget Plan

|  |  |  |
| --- | --- | --- |
|  Item | Total Publication Budget | Requested Support Amount  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |

\*The requested support amount shall not exceed 80 percent of the total publication budget.

\*An estimate of the author’s writing fee is recommended to be included on the application form.

The publisher concerned hereby acknowledges the details of the KAMS Publishing Korean Art: Overseas Publication Support Program conducted by KAMS and agrees to take part in the project in accordance with the guidelines above in order to proceed with the publication of (author’s name)’s (book’s title).

|  |  |  |
| --- | --- | --- |
| Name of Publisher |  |  |
| Name |  |  |
| Title |  |  |
| Date of Signature |  |  |
| Signature |  |  |