**Letter of Undertaking - Expenses (Copyright)**

Please read these notes before preparing the Letter of Undertaking. Please select only one format of the Letter of Undertaking in accordance to the following:

1. If you are providing the Letter of Undertaking in connection with a request to the Director General of Customs to seize copies of copyright material, use the letter titled **“Company’s Letter Head (1)”**.

2. If you are providing the Letter of Undertaking in connection with a request to the Director General of Customs to seize copies of an unauthorised recording of a performance, use the letter titled **“Company’s Letter Head (2)”**.

3. If you are providing the Letter of Undertaking in connection with a notice to the Director General of Customs to continue to detain seized copies of copyright material so that an action for copyright infringement may be instituted in relation to them, use the letter titled **“Company’s Letter Head (3)”**.

4. If you are providing the Letter of Undertaking in connection with a notice to the Director General of Customs to continue to detain seized copies of an unauthorised recording of a performance so that an action for unauthorised use of a performance may be instituted in relation to them, use the letter titled **“Company’s Letter Head (4)”**.

**Company’s Letterhead (1)**

Date:

Director-General

Singapore Customs

55 Newton Road

#10-01 Revenue House

Singapore 307987

Dear Sir

**LETTER OF UNDERTAKING FOR PAYMENT OF TRANSPORTATION, STORAGE, DESTRUCTION AND RELATED EXPENSES ARISING FROM THE SEIZURE OF COPIES UNDER SECTION 140B OF THE COPYRIGHT ACT**

[I/We] refer to [my/our] notice under section 140B(1) of the Copyright Act dated \_\_\_\_\_\_\_\_\_\_\_\_.

1. In consideration of your agreement to [my/our] request in the notice, [I/we] undertake to:
2. reimburse and indemnify the Government of Singapore for any liability and reasonable expenses the Government has incurred and/or is likely to incur in relation to the seizure, storage and disposal of the copies (including but not limited to transporting, storing and destroying such copies);
3. pay any fees incurred under the Copyright (Border Enforcement Measures Fees) Regulations 2019; and
4. pay such compensation as may be ordered by the Court under section 140I(7) or section 140IA(2) of the Copyright Act.

Yours faithfully

(Name and Designation)

For and on behalf of (Company Name)

(The signatory shall be a Director of the company.)

**Company’s Letterhead (2)**

Date:

Director-General

Singapore Customs

55 Newton Road

#10-01 Revenue House

Singapore 307987

Dear Sir

**LETTER OF UNDERTAKING FOR PAYMENT OF TRANSPORTATION, STORAGE, DESTRUCTION AND RELATED EXPENSES ARISING FROM THE SEIZURE OF COPIES UNDER SECTION 140B READ WITH SECTION 254B OF THE COPYRIGHT ACT**

[I/We] refer to [my/our] notice under section 140B(1) read with section 254B of the Copyright Act dated \_\_\_\_\_\_\_\_\_\_\_\_.

1. In consideration of your agreement to [my/our] request in the notice, [I/we] undertake to:
2. reimburse and indemnify the Government of Singapore for any liability and reasonable expenses the Government has incurred and/or is likely to incur in relation to the seizure, storage and disposal of the copies (including but not limited to transporting, storing and destroying such copies);
3. pay any fees incurred under the Copyright (Border Enforcement Measures Fees) Regulations 2019; and
4. pay such compensation as may be ordered by the Court under section 140I(7) or section 140IA(2) read with section 254B of the Copyright Act.

Yours faithfully

(Name and Designation)

For and on behalf of (Company Name)

(The signatory shall be a Director of the company.)

**Company’s Letterhead (3)**

Date:

Director-General

Singapore Customs

55 Newton Road

#10-01 Revenue House

Singapore 307987

Dear Sir

**LETTER OF UNDERTAKING FOR PAYMENT OF TRANSPORTATION, STORAGE, DESTRUCTION AND RELATED EXPENSES ARISING FROM THE SEIZURE OF COPIES UNDER SECTION 140LA OF THE COPYRIGHT ACT**

[I/We] refer to [my/our] notice under section 140LB(1)(a) of the Copyright Act dated \_\_\_\_\_\_\_\_\_\_\_\_.

1. In consideration of your agreement to [my/our] request in the notice, [I/we] undertake to:
2. reimburse and indemnify the Government of Singapore for any liability and reasonable expenses the Government has incurred and/or is likely to incur in relation to the seizure, storage and disposal of the copies (including but not limited to transporting, storing and destroying such copies);
3. pay any fees incurred under the Copyright (Border Enforcement Measures Fees) Regulations 2019; and
4. pay such compensation as may be ordered by the Court under section 140LI or section 140I(7) (as applied by section 140LH) of the Copyright Act.

Yours faithfully

(Name and Designation)

For and on behalf of (Company Name)

(The signatory shall be a Director of the company.)

**Company’s Letterhead (4)**

Date:

Director-General

Singapore Customs

55 Newton Road

#10-01 Revenue House

Singapore 307987

Dear Sir

**LETTER OF UNDERTAKING FOR PAYMENT OF TRANSPORTATION, STORAGE, DESTRUCTION AND RELATED EXPENSES ARISING FROM THE SEIZURE OF COPIES UNDER SECTION 140LA READ WITH SECTION 254B OF THE COPYRIGHT ACT**

[I/We] refer to [my/our] notice under section 140LB(1)(a) read with section 254B of the Copyright Act dated \_\_\_\_\_\_\_\_\_\_\_\_.

1. In consideration of your agreement to [my/our] request in the notice, [I/we] undertake to:
2. reimburse and indemnify the Government of Singapore for any liability and reasonable expenses the Government has incurred and/or is likely to incur in relation to the seizure, storage and disposal of the copies (including but not limited to transporting, storing and destroying such copies);
3. pay any fees incurred under the Copyright (Border Enforcement Measures Fees) Regulations 2019; and
4. pay such compensation as may be ordered by the Court under section 140LI or section 140I(7) (as applied by section 140LH) read with section 254B of the Copyright Act.

Yours faithfully

(Name and Designation)

For and on behalf of (Company Name)

(The signatory shall be a Director of the company.)