Formally known as the National Registry of Artists and Cultural Workers, the **Artist Registry** is an opportunity open to nationals of Trinidad and Tobago to assist in their success within the Culture Sector.
The Artist Registry is supported by the Cabinet of the Government of Trinidad and Tobago and is an initiative of the Ministry of the Arts and Multiculturalism. It is a requirement of CARICOM countries that are signatories to the Economic Partnership Agreement (EPA) with the European Union (EU). Launched in February 2011, this programme aims at:

- **Facilitating access to increased funding.**

- **Developing a database of all artists.**

- **Optimising international benefits for all artists.**
HOW TO APPLY?

1. Application

2. Pre-Assessment

3. Assessment

Applicants are advised to carefully read through the guidelines on their application form and to note the importance of supporting evidence.
HOW TO APPLY?

1. Fill out the requisite Application Form selecting the appropriate Field of Endeavour. Forms can be downloaded from the Artist Registry webpage, or collected at the office of the Division of Culture. There are four (4) types of application forms to choose from:
   A Form - Registration of Individuals
   B Form - Registration of Organisations
   C Form - Certification of Work by Individuals
   D Form - Certification of Work by Organisations

2. Visit the Division of Culture to submit your completed form to the Secretariat of the Artist Registry together with the original and a copy of all the relevant documents listed on the form, along with evidence or samples of work to support your chosen Field of Endeavour(s). This information would be pre-assessed to ensure that the application is complete.

3. The application is evaluated by the Assessment Committee at meetings held once per month (or more if necessary). Confirmation of successful applications is posted on the Artist Registry webpage and applicants are informed of such during the preparation of their certificate, which takes two to three weeks and can be collected at the office of the Division of Culture.

The Certificate, provided as proof of registration or certification, is valid for five (5) years and must be renewed accordingly.
USEFUL FACTS

WHO BENEFITS?

• Corporations that sponsor cultural workers
• Performing artists who seek funding locally
• Artists and cultural workers who seek employment internationally
• Researchers and academics
• Producers of audio, visual and video works

WHY BECOME REGISTERED?

• Become more attractive to sponsors and promoters
• Gain access to increased funding
• State recognition as an artist
• Internationally recognised certificates granted to registered artists and cultural workers
The Assessment Committee of the Artist Registry is comprised of executives of the following organisations:

• Ministry of the Arts and Multiculturalism
• Trinidad and Tobago Film Company Limited
• Trinidad and Tobago Publishers and Broadcasters Association
• Art Society of Trinidad and Tobago
• University of Trinidad and Tobago
• University of the West Indies
• Trinidad and Tobago National Commission for UNESCO
• National Museum and Art Gallery of Trinidad and Tobago
• Division of Community Development and Culture, in the Tobago House of Assembly

The Assessment Committee is entrusted with the following objectives:

• Evaluate applications from artists, cultural workers and cultural organizations for registration with the Artist Registry
• Evaluate work submitted for consideration for certification as audio, visual and video productions which promote or reflect local entertainment and culture
• Prepare status reports on evaluation and certification works
• Make recommendations considered beneficial to the improvement of the process and its related legislation
 TERMS USED IN THE ARTIST REGISTRY

**Artist** – an individual whose artistic endeavours result in the creation of works of literary, visual or performing arts and audio, visual or audio-visual productions.

**Assessment Committee** – a group of culture sector professionals appointed by Cabinet to evaluate applications submitted by persons interested in becoming registered with or having work certified by the Artist Registry.

**Audio Production** – refers to a sound recording for public release.

**Bonafide** – claims to the production of work in the creative sector made in good faith without fraud or deceit.

**Certification** – refers to the certification of Audio, Visual or Video Works.
Cultural Worker – an individual whose technical or administrative labour is necessary to facilitate the production of artistic, visual, literary, performing, audio, visual or audio-visual work by artists. Members of cultural organisations (umbrella organisations, profit and non-profit companies) can also be registered as Artists or Cultural Workers.

Evidence / Sample of Work – items that furnish proof of a particular activity.

Field of Endeavour – a topic, subject, or area of interest or specialization.

National Registry Secretariat – a group of technical officers which administrate the operations of the Artist Registry.

Registration – refers to the registration of Artists, Cultural Workers or Cultural Organisations.

Visual Production – refers to an audio-visual work in the photographic medium known as film for public release.

Video Production – refers to audio-visual work produced using any electronic video format for public release.
One of the primary goals of the Artist Registry is to facilitate access of intended beneficiaries to the gains provided by the Art and Culture Allowance.

This allowance has been instituted via seven (7) distinct amendments to the Corporation Tax Act:

Act No. 91 of 2000
Act No. 2 of 2002
Act No. 4 of 2004
Act No. 2 of 2006

Act No. 17 of 2007
Act No. 13 of 2010
Act No. 2 of 2013
The Art and Culture Allowance is designed to make sponsorship of artists and their artwork more attractive to the Corporate Sponsor. These benefits accrue to companies when they:

- Purchase a work of visual art directly from a visual artist that is the first acquisition of that particular piece.
- Provide funding to performing artistes registered with the Artist Registry or the Tobago House of Assembly.
- Provide funding to producers of audio, visual and video productions whose work has been certified by the Minister with responsibility for Culture as representing local culture or entertainment.

The allowance is fully operational with over 678 companies accessing it since 2004.

The Corporate Sponsor will benefit from sponsoring a Registered Artist, Cultural Worker or supporting an Audio, Fashion, Visual or Video Production when:

1. They claim as an allowance for that year of income, 100% of the actual expenditure incurred up to a maximum of three (3) million dollars based on:

   - The funding they provide to a performing artiste registered with the Ministry with responsibility for Culture or the Tobago House of Assembly and
   - The first acquisition of a work of visual art that has been certified by an art gallery (that must submit the valuation it performed).
2. A Corporate Sponsor can claim as an allowance for that year of income commencing from the year 2013, 150% of the actual expenditure incurred in promotion of the fashion industry, up to a maximum of three (3) million dollars.

3. A Corporate Sponsor can claim as an allowance for that year of income, 150% of the actual expenditure incurred up to a maximum of three (3) million dollars based on the funding they provide to a producer who has developed an audio, visual or video production promoting or reflecting local entertainment or local culture.

4. Corporate Citizens should note that if they are a Production Company that incurred expenditure for its own audio, visual or video production reflecting local entertainment or local culture, you can claim as an allowance for that year of income, 150% of the actual expenditure incurred up to a maximum of three (3) million dollars.

**NOTE**

1) The aggregate claim of a Company for (1), (2) and (3) above together with the promotion/ sponsorship of sporting activities/events/sportsmen is limited to $3 million.

2) A Production Company, in addition to its claim at (3) above, is also entitled to claim an aggregate of 3 million for expenses incurred at (1) above together with promotion/ sponsorship of sporting activities/ events.
ACCESSING THE ART & CULTURE ALLOWANCE

When the company submits its Corporation Tax Return (Form 500 CTR), they must fill out the Schedule re: the ‘Art and Culture, Sportsman, Sporting Activities/Audio, Visual or Video Production and now Fashion Promotion’. The following attachments must be included with the form to support their claim:

For claims in Art and Culture:

• In the case of the acquisition of a work of visual art, a valuation of artwork(s) performed by an art gallery must be submitted.

• In the case of support for a performing artist, a copy of their certificate of registration with the Artist Registry must be submitted.

For claims in Audio Visual/Video Production:

• A copy of the certificate from the Minister with responsibility for Culture certifying that the production promotes or reflects local entertainment or culture must be submitted.

• Production Companies submitting claims in respect of expenditure related to their own productions must fill out the ‘Production Company Allowance’ and attach a copy of the certificate from the Minister with responsibility for Culture certifying that the production promotes or reflects local entertainment or culture.
How does the tax incentive work?

A Corporate Sponsor can claim as an allowance for that year of income, 100% of the actual expenditure incurred up to a maximum of three million dollars based on a registered performing artist or the first acquisition of a piece of visual art that has been valuated by an art gallery.

A Corporate Sponsor can claim as an allowance for that year of income commencing from the year 2013, 150% of the actual expenditure incurred in promotion of the fashion industry; 150% of the actual expenditure for audio, visual or video productions which promote or reflect local entertainment or local culture, up to a maximum of three million dollars.
Why must I submit my ethnicity and / or religion on my application form?
This information helps in understanding biographical data or demographics of those within the Culture Sector.

What is a reputable body?
A reputable body is an established organisation that is publicly known and recognised by various factions of society within the Culture Sector.

What classifies as samples of work?
A sample of work can be submitted in these various forms: photos, videos, newspaper articles, web-links or websites, playbills, flyers, and invitations to name a few. It is important to note that samples must credit the applicant for the selected field of endeavour and should exist in the public domain.

How long does it take to be registered / certified?
The length of time it takes for the completion of the entire process from application to certificate collection could be as little as six weeks but this greatly depends on whether all items are submitted by the applicant in the first instance. Another factor which determines the length of time it takes to process an application is when the completed application form is submitted in relation to the scheduled date of an Assessment Committee meeting.
Contact Information

The National Registry of Artists and Cultural Workers

DIVISION OF CULTURE

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