



## **AOI Fighting Fund: Application**

The Fighting Fund has been established to help members take claims to the small claims track of the Intellectual Property Enterprise Court (IPEC) to enforce their rights. We are not able to support all applications.

We will assess the information you provide here to decide if we support the application. If you are successful you will be required to sign a contract with us. It is important you read the contract and understand and accept its terms before submitting an application.

If you have any questions call the AOI team on 020 7759 1010 or email us to discuss.

### **Application Details**

1. Your name
2. Your address
3. Your telephone number
4. Your email
5. Your Membership number
6. Are you a sole trader or do you have a service company?
  
6. Please write a summary of your dispute clearly identifying the other party and the chronology of events. This should tell us a consistent story of what has happened. Make sure to include dates, identify clearly documents relating to your dispute and as much detail as possible.
  
7. Documents relating to your claim. You should have referred to these documents in the summary. These may include contracts, emails and images. Wherever possible they should be dated. Please list these documents below and attach them to the email.
  
8. How much compensation you are looking for. Please note that if you claim that somebody has used your image without your permission the usual basis is the licence fee you would have negotiated if they approached you for the use of the image.
  
9. Detail what action you have taken to remedy this situation. This may include emails you have sent requiring images being taken down, dates and summaries of phone calls etc.