

**ARTS
ADMIN.**

LIFT



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**ARTS COUNCIL
ENGLAND**

Touring in Europe

A guide for performing artists
and companies

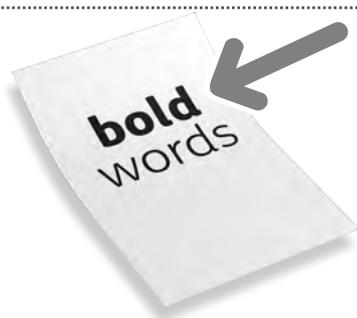


**easy
read**

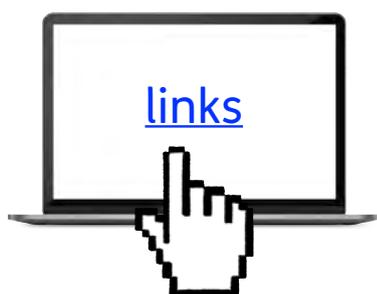
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In this easy read document, difficult words are in **bold**. We explain what these words mean in the sentence after they have been used.



Some words are [blue and underlined](#). These are links which will go to another website which has more information.

Introduction



ARTS ADMIN. LIFT 1927 ARTS COUNCIL ENGLAND

This guide is for performing artists in the UK, who want to tour in Europe.

It has been written by Artsadmin, 1927 and LIFT, with support from Arts Council England.



Touring in Europe has become more difficult for performing artists since **Brexit**.

Brexit is the name used for Britain leaving the **European Union (EU)**.



The **EU** is a group of countries whose governments work together.



There are now new rules for performing artists in the UK, who want to tour in different countries around Europe.

This guide will help you understand the new rules.

Case studies



A **case study** is an example of how something would work in real life.



We have written 3 case studies about touring in Europe, based on 3 different situations. You can find out more by clicking the links below.

These case studies may help you think about your own tour:



- [Forced Entertainment](#), an organisation touring France.



- [Sonia Hughes](#), an artist touring the Netherlands with two other artists.



- [Tim Spooner](#), an artist touring lots of countries including Slovenia, Poland and Germany.



You can also look at the Stopgap case study about touring the EU. This is especially helpful if you are touring with disabled and non-disabled performers:

www.notion.so/Stopgap-Dance-Company-4dbec95f85164b11a16260c63a6bd330

Visas and work permits



A **visa** is an official document that lets you go into another country.



A **work permit** is an official document that lets you take a job in another country.



You will need to check which one you need to be able to tour in certain countries.

Schengen area



If you have a British passport you do not need a visa to visit the **Schengen area**.



The **Schengen area** is most of the countries in the EU plus Iceland, Norway, Switzerland and Liechtenstein.

Bulgaria, Croatia, Cyprus, Ireland and Romania are not part of the Schengen area.



You can only visit for 90 days out of every 180 days. If you leave the UK you must come back after 90 days and then stay in the UK for the next 90 days.



These rules let you visit a Schengen country on holiday or for unpaid work.



If you are doing paid work you may need a work permit.



Don't forget that holidays count towards the 90 days you can spend in an EU country.



You should check that everyone you are touring with has enough days left available.

ETIAS



ETIAS stands for European Travel Information and Authorisation System.



With ETIAS you can travel in Europe without a visa for the next 5 years. But this doesn't change the rule about 90 days.



At the end of 2022 you will need to pay a small fee of around 10 euros and register online with ETIAS: www.schengenvisainfo.com/etias/

Coming to the UK



People coming to the UK from other European countries for less than a month, should not need a visa. But they may need **sponsorship**.



Sponsorship is when a company supports people from outside the UK to work for them.



UK Arts infopoint has more information about visas for people from the EU:

www.artsinfopointuk.com



People from Non-European countries may need a visa. There is more information about this on the UK government website: www.gov.uk/government/organisations/uk-visas-and-immigration

VAT



VAT stands for value added tax. This is extra money you pay when you buy and sell things.



If you are a UK company getting paid to perform in the UK, you have to pay VAT on the money you get for selling your services.



But if you are getting paid to perform in another country, they will pay the VAT in their own country.



You don't need to add VAT onto your fee in other countries.



You can find more information here:
[www.gov.uk/government/
organisations/hm-revenue-customs/
contact/vat-enquiries](http://www.gov.uk/government/organisations/hm-revenue-customs/contact/vat-enquiries)

Tax



We all have to pay tax for money we get paid to work.



Whether you are a company or an artist working for yourself, you have to pay tax on any money you earn.



In the UK, you have to pay tax on money you earn in the UK and money you earn for work in other countries.



Other countries may want you to pay tax on the money you earn in their country too.



But you don't want to pay 2 lots of tax.

To stop having to pay 2 lots of tax, you can apply to either:



- not pay any tax in other countries, or
- pay less tax in the UK if you are already paying tax in another country.



A guide to tax in Europe is available here, but some of the figures are out of date: www.pearle.eu/publication/the-ultimate-cookbook-for-cultural-managers-artist-taxation-in-an-international-context



There is a guide about how to report money earned in other countries here: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/973733/sa106-notes_2021.pdf

If you are not sure about anything to do with tax you should:



- contact HMRC www.gov.uk/government/organisations/hm-revenue-customs/contact/income-tax-enquiries-for-individuals-pensioners-and-employees

or



- get professional help www.gov.uk/tax-help

Social security



Social security includes things like National Insurance, child benefits and the NHS.



You have to pay towards social security whether you work for a company or work for yourself.



You need to be able to show you are paying this in the UK, so you don't have to pay again in the country you are visiting.



You can do this by getting an A1 form here: www.gov.uk/guidance/apply-for-a-certificate-or-document-if-self-employed-in-the-eu-eea-or-switzerland-ca3837



A1 forms can take a while so make sure you do this in plenty of time.

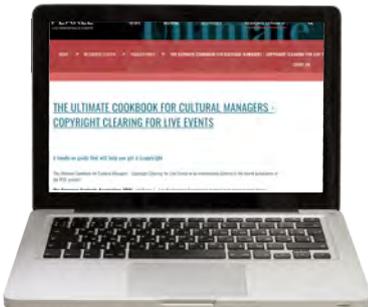
Copyright



Copyright means protecting a piece of work so that no one else is allowed to copy it.



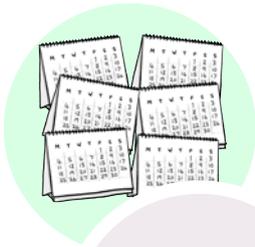
If your work is protected by copyright, it means no one can copy it the UK or in other countries.



More information can be found here:
www.pearle.eu/publication/the-ultimate-cookbook-for-cultural-managers-copyright-clearing-for-live-events

Passports and border control

Before you travel, make sure your passport:



- has at least 6 months left
- is less than 10 years old.

Before you go into another country you may need to:



- show a ticket that proves when you are leaving the country again



- show you have enough money for your stay



- join different queues from EU, EEA and Swiss people.

Your passport might be stamped.

Healthcare



Your **European Health Insurance Card (EHIC)** will still be okay if you're travelling to an EU country.



A **European Health Insurance Card (EHIC)** lets you get free health and medical care when you are visiting other countries.



The cards are not valid in Norway, Iceland, Liechtenstein and Switzerland.



If your card runs out, you need to apply for a **Global Health Insurance Card (GHIC)**.



You can do this on the NHS website: www.nhs.uk/using-the-nhs/healthcare-abroad/apply-for-a-free-uk-global-health-insurance-card-ghic/

Carnet



If you are travelling with equipment for your performance, you may need a document called a **carnet**.



A **carnet** is a document that lets you move things from one country to another without paying fees.



Carnets cost money and they can be expensive, so check if you need one first.



If you need a carnet, you may want to pay an expert to arrange it for you, like: www.ata-carnet.uk/



There are examples of UK companies who have been through it before here: www.notion.so/Movement-of-Goods-and-Vehicles-02700b2bb6e248ed83676047cc1f3034



Your carnet will need to be filled in by staff at the port or airport you are using, before your equipment can leave the UK.



You may need to arrange this before you travel so check with the port or airport first.

Cabotage



Cabotage is moving things, including people, between places in other countries.



If you are moving people and equipment between more than 3 EU countries, you will need an **ECMT** permit.

ECMT stands for European Conference of Ministers of Transport.



If you are using a transport company to move your equipment around, they may arrange the permit so you don't have to.



Cabotage is quite complicated after Brexit, but there is a government guide here: www.gov.uk/guidance/working-performing-and-touring-in-europe-guidance-for-the-performing-arts-theatre-opera-dance-circus-and-other-live-performance-genre#haulage

Insurance



Insurance is protection for when something goes wrong. You pay money to an insurance company and they pay out if things get lost, stolen or broken.



You should:

- make sure you have the right insurance for travelling to the EU
- always have public liability insurance and employers liability insurance - these are special types of insurance that protect companies and the people that work for them
- check that your insurance includes working in a different country



- think about taking out travel insurance.



If you are moving equipment for your performance, you may also need transportation insurance.

Insurance companies who can help you include:



- Hencilla Canworth
www.hencilla.co.uk/arts-and-media-insurance/
- Gordon & Co
www.gordonandco.co.uk/index.php

Travelling with animals



There are rules for travelling to other countries with animals.



You can no longer use a British pet passport to take your pet to the EU or Northern Ireland.



A pet passport needs to be from the EU to travel in the EU.



To travel to the EU, your pet needs:

- a microchip www.gov.uk/taking-your-pet-abroad/microchip
- injections to protect against rabies www.gov.uk/taking-your-pet-abroad/rabies-vaccination-boosters-and-blood-tests





- an animal health certificate www.gov.uk/taking-your-pet-abroad/getting-an-animal-health-certificate-



- tapeworm treatment for dogs if you're travelling directly to Finland, Ireland, Northern Ireland, Norway or Malta www.gov.uk/taking-your-pet-abroad/tapeworm-treatment-for-dogs



These rules also apply to assistance dogs.



More information can be found here: www.gov.uk/taking-your-pet-abroad/travelling-to-an-eu-country-or-northern-ireland

Protecting the environment



The **environment** is everything around us like the land, sea, air and all living things.



It is important to protect it.



There are lots of ways you can do this while travelling, for example going by train: www.seat61.com/



You can also:

- use equipment and materials for your performance that are friendly to the environment
- hire or make things for your performance in the countries you are visiting, instead of moving them from the UK





- use less energy, like electricity and fuel



- stay in places that are friendly to the environment



- walk and cycle if you can



- try to eat only local food



- swap your phone for a Fairphone:
www.fairphone.com/en/



- save paper by not using printed advertising: www.artsadmin.co.uk/greening-our-marketing/

Here are some guides that will help you think about making your tour more friendly to the environment:



- Julie's Bicycle:
www.juliesbicycle.com/



- Eleanor Margolies' resource list:
www.eleanormargolies.co.uk/some-publications/theatre-materials/greening-the-theatre/



- The Green Theatre Guide:
www.juliesbicycle.com/wp-content/uploads/2019/10/Green_Theatre_Guide_2008.pdf



- Green Guide for the UK:
www.culture360.asef.org/media/2021/05/GreenGuide_May%2020_spreads_FINAL.pdf

Useful information

This is a list of other information and organisations that can help you if you want to tour in Europe.

Funding bodies

- Arts Council England

Information about Brexit: www.artscouncil.org.uk/guidance-and-resources/brexit-information

Arts guide: www.artscouncil.org.uk/brexit-guidance/eu-exit-transition-period-guide#section-1

- Arts Wales International

www.wai.org.uk/wales-arts-international/wai-homepage

Events organised with Arts Info point:
www.artsinfopointuk.com/

- Creative Scotland

Useful information and guidance about Brexit:
www.creativescotland.com/resources/professional-resources/guidance-and-toolkits/eu-exit

- Arts Council of Northern Ireland

www.artscouncil-ni.org/

- Europe

IETM published a Fund Finder in 2019, which lists all the key funding opportunities for arts and culture in Europe:

www.ietm.org/en/system/files/publications/fund-finder_feb2019_03.pdf

Information about travelling artists

- On the Move - information about funding: www.on-the-move.org/
- Mobility Information Points (MIPs) helping artists with visas, social security, taxation, customs: www.touring-artists.info/fileadmin/user_upload/Home/Information_on_MIP.pdf
- PEARLE - information about live performance in Europe: www.pearle.eu/
- Arts Infopoint UK - provides support for artists visiting Wales and the UK who need information in areas such as visas, taxation and social security: www.artsinfopointuk.com/

- Farnham Maltings - supports independent theatre makers and producers by offering international opportunities and training:
www.farnhammaltings.com/artists-and-makers/theatre/international
- Dance 4 - opportunities in different countries for artists and producers based in England: www.dance4.co.uk/artist/international-projects/
- Horizon Showcase - shows English performance to international partners during the Edinburgh festivals:
www.horizonshowcase.uk/

Government information regarding travel to the EU

- A checklist for touring in an EU country, Switzerland, Norway, Iceland or Liechtenstein:
www.gov.uk/guidance/working-performing-and-touring-in-europe-guidance-for-the-performing-arts-theatre-opera-dance-circus-and-other-live-performance-genre
- Visiting the EU, Switzerland, Norway, Iceland or Liechtenstein: www.gov.uk/visit-eu-switzerland-norway-iceland-liechtenstein

Guides for particular arts

- A Practical Guide to Brexit for Outdoor Touring Companies - information and case studies for outdoor arts touring companies about the ways to work internationally after Brexit:
www.notion.so/A-Practical-Guide-to-Brexit-for-Outdoor-Arts-Touring-Companies-16927929c0184de09023e99e67f3fcad
- UK Theatre - information about Brexit:
www.uktheatre.org/theatre-industry/guidance-reports-and-resources/are-you-brexit-ready/
- Musicians' Union - guide to working in the EU after Brexit:
musiciansunion.org.uk/working-performing/working-overseas/visas-and-work-permits/working-in-the-eu
- One Dance UK - information about Brexit:
www.onedanceuk.org/brexit/#
- Freelancers Make Theatre Work - information about Brexit: www.freelancersmaketheatrework.com/brexit/

Other useful resources

- Stonewall - information for LGBTQI people, including working in European countries:
www.stonewall.org.uk/system/files/2018_global_workplace_briefings_pack.pdf
- Disability Arts International - a UK-based charity which supports disabled artists:
www.disabilityartsinternational.org/
- Access to Work scheme -
check before your travel if costs can be claimed back:
www.gov.uk/access-to-work
- Slate World - supporting Black artists:
www.eclipsetheatre.org.uk/slate-world

International networks

- IETM - arts network: www.ietm.org/
- Circostrada - circus and street arts in Europe and beyond:
www.circostrada.org/en

- Caravan - a network of 35 circus schools from across Europe, the Middle East, Africa and Asia:
www.caravancircusnetwork.eu/
- European Festivals Association (EFA) - connects about 100 festivals and festival associations in 40 countries:
www.efa-aef.eu/en/home/
- Aerowaves - a hub for dance discovery in Europe:
<https://aerowaves.org/>
- ASSITEJ - the International Association of Theatre for Children and Young People: www.assitej-international.org/en/
- RES ARTIS - a network for artists around the world:
www.resartis.org/en/
- Fresh Arts Coalition Europe (FACE) - a network of arts organisations around the world: www.fresh-europe.org/
- IN SITU - art in public spaces: www.in-situ.info/en/
- Culture Action Europe (CAE) - information about arts and culture in Europe:
www.cultureactioneurope.org/
- RESHAPE - making the arts more fair for everyone:
www.reshape.network/

- [East European Performing Arts Platform](http://www.eepap.culture.pl/) - dance and theatre in Europe: www.eepap.culture.pl/
- PERFORM EUROPE - performing in European countries: www.performeurope.eu/
- The European Network of Cultural Centres - a network of 5,000 venues across 25 countries: www.encc.eu/about
- Theatre without borders shares information and builds connections around the world, in theatre and performance: www.theatrewithoutborders.com/#
- EU National Institutes for Culture - opportunities to work with member countries through its programmes: www.eunicglobal.eu/
- European Dancehouse Network - a network for European dance houses: www.ednetwork.eu/
- International Theatre Institute - the world's largest performing arts organisation: www.iti-worldwide.org/

Job opportunities

To find out about job opportunities in the EU, try:

- On the Move: www.on-the-move.org/
- IETM: www.ietm.org
- Pearle: www.pearle.eu/