Clearing Permissions Through PLSclear

PLS Clear

www.plsclear.com

02.

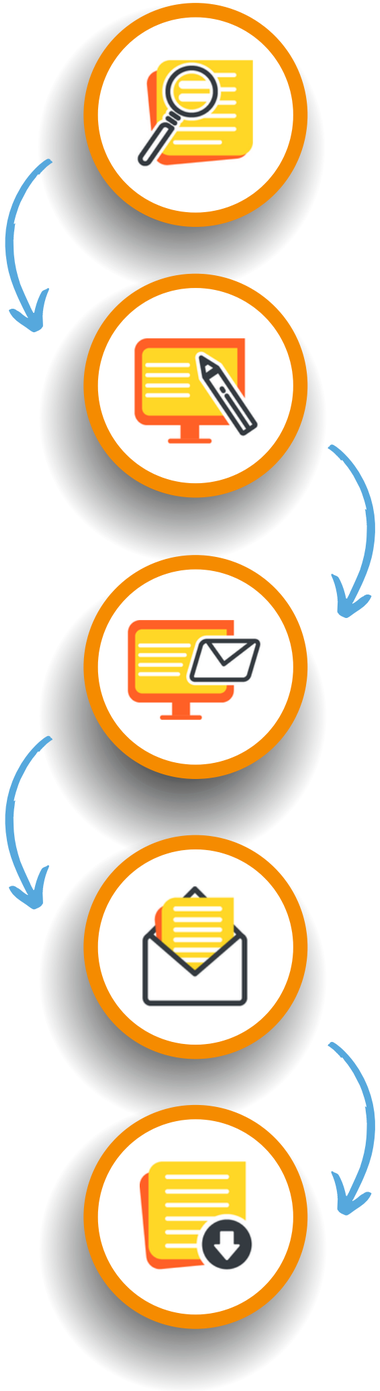
Streamline the process of requesting permissions with PLSclear, a free and user-friendly online platform.

Submit your request to the appropriate publisher with just a few clicks and experience real-time tracking of your request.

Creating an account with PLSclear is a straightforward process, and once activated, you'll have access to a range of benefits, including:

- Content usage requests
- Monitoring the progress of your requests
- Convenient payment options
- Accessing and downloading licences and invoices

How does PLSclear Work?



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STEP
01
Search for a title using the PLSclear search bar

STEP
02
Complete the online permissions form

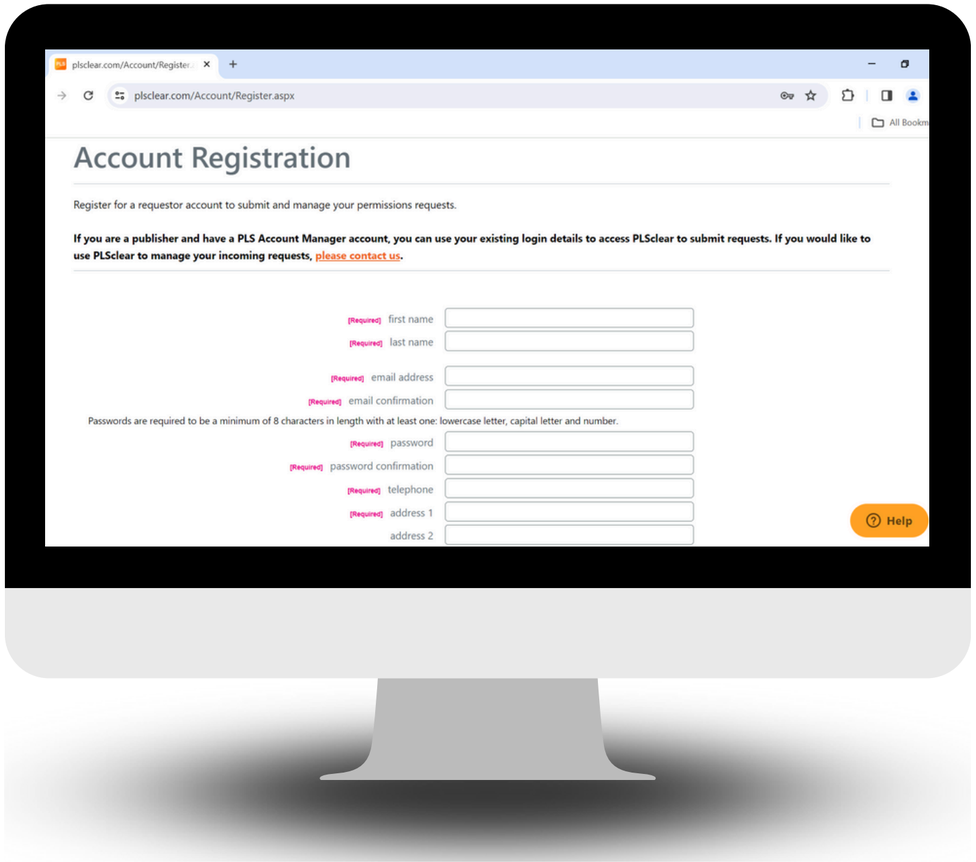
STEP
03
Send your request directly to the correct publisher

STEP
04
Check your progress in your Request Manager inbox

STEP
05
If your request is successful, download your licence

04.

Creating a PLSclear Account



Go to the PLSclear.com homepage, click ‘Register’ and complete the required fields of the Account Registration form.

At the bottom of the form, click Register.

After registering, we will send you an email to complete the process. Simply click on the link included in the email and confirm your email address.

05.

Am I ready to start clearing permissions?

We've created a helpful checklist for determining whether you're ready to start clearing permission.

Details about the content you want to use:

- Title of the book or journal, or ISBN, ISSN or DOI
- Page numbers that contain the content you're reusing
- Word and page count of the material you're using
- Figure number or caption of any images you're requesting

Details about your new publication:

- Title, author (or editor) and publisher of the new work
- What formats your work will be published in (e.g. print)
- Print run or circulation figure of each format
- Retail price of each format

06.

Why do I need to provide this information?

The publisher will need to know this information in order to grant you a licence. If you do not know the information requested, your licence may not cover all of the rights you need.

The publisher will also use this information to determine if they want to charge you a fee for using the material.

What if I do not have this information?

For authors, talk to your publisher or editor for further details about what rights you need to clear for your project.

If you cannot provide this information yet, you might need to wait for further details before clearing permissions.

07.

Contact Details & Further Help

Step by Step Guide to using PLSclear

Check out our comprehensive guide to completing PLSclear's online permissions form.

Knowledge Hub

Our Knowledge Hub has answers to our most frequently asked questions.

PLSclear Queries

You can also contact the help desk:
plsclear@pls.org.uk
T: 020 7079 5940
Monday–Friday 09:00–17:00 (GMT)

Feedback

If you have used PLSclear and would like to provide feedback, you can do so here.