

### Product Licensed Reports (PLRs)

PLRs tell you that one or more of your musical works have been used by a record company under an MCPS licence. PLRs provide members with a breakdown of information about MCPS licences granted to or used by record companies. They do not change in format or layout whether it is an 'A' or 'B' distribution. They provide record company information and details of the release. Additionally they provide a complete track listing with performer, writer and owner information (if known).

### Royalty Statement Pages

Using the diagram below you will see that, The Royalty Statement Pages give a breakdown of how the royalties have been allocated to the various musical works. The statement pages remain virtually the same whether an 'A' or 'B' distribution. The information on these pages is broken down into the various licensing channels with source types used to identify a particular channel of licensing. A source type informs you of where the money is coming from. Some of the most common source types include Overseas Income, Television, Radio, AP1 and AP2 (Record Companies) among others.

Below the source type headings are the individual royalty lines. They show:

**'B' Distribution**

RDSM154B		MCPS - AP ROYALTY STATEMENT - TITLE		PAGE REF:STT/ 1/ 30	
MEMBER NO: 123456789		SEQUENCE		RUN ID: 9708B - DISTRIBUTION AUGUST B 1997	
MEMBER (N): SAMPLE MUSIC GROUP					
TITLE (WRITER DETAILS)	TUNECODE	REFERENCE	CATALOGUE NO.	TERR	QTY P-RATE SHARE% DUE TITLE TOTAL
SOURCE PERIOD					
AP1 - AUDIO PRODUCT		(SOURCE TYPE 32)		COMMISSION RATE: 4.75%	
-----					
EXAMPLE TITLE ONE (WRITER 1)	0039452V				
ABCDEF	9704-9706 cur /AABM880G02	ABC 001	UK	1720	1.2634 100.00 20.70 20.70
EXAMPLE TITLE TWO (WRITER 1/WRITER 2/WRITER 3)	0039456A				
ABCDEF	9704-9706 cur /AABM880G02	ABC 002	UK	450	1.9610 35.00 2.94 2.94

Which musical work you are getting paid for.

The composer(s) name.

The tunecode (a unique number given to your work by MCPS to distinguish it from any other work on our database).

The country of sale of the product (for TV, the default is UK as our systems cannot currently insert the actual territory of sale in which the secondary exploitation took place).

The quantity of products sold (for TV the default is 1\*).

The percentage share you will be receiving. If this column is blank then you will receive 100%.

The amount that MCPS will pay to you after commission (before VAT and VAT on commission).

The source of the income (for TV this will show the originator of the programme, i.e. the actual ITV region that made it or it will say BBC).

The period that the royalty payment relates to.

The reference (an internal reference number).

The catalogue number (for TV this will show the programme number).

The pence rate: the amount in pence the work will receive for each sale (for TV the default is 0.00\*).

\*TV royalties shown on this statement for secondary exploitation are calculated in accordance with the procedure explained fully in BTSDP.2, which is available from Member Services.

**'A' Distribution**

MEMBER NO: 123456789  
 MEMBER (A): SAMPLE MUSIC GROUP

MECHANICAL-COPYRIGHT PROTECTION SOCIETY LIMITED  
 ROYALTY STATEMENT  
 DISTRIBUTION AUGUST A 1997

TITLE (WRITER DETAILS)	SOURCE PERIOD	REF	CAT NO.	TERR	QTY	RATE P	SHARE %	REC'D %	AMOUNT DUE	TUNE TOTAL
<b>OVERSEAS INCOME (SOURCE TYPE) COMMISSION RATE 20.00%</b>										
EXAMPLE TITLE ONE (WRITER 1)	0039452V SWITZ	9501-9512	12s1023	CH	1				7.35	7.35
EXAMPLE TITLE TWO (WRITER 2)	0039453T ITALY	9501-9512	ar70337	CDE001	I	233	11.351	33.33	50.00	2.14
				CDF001	I	197	15.913	33.33	50.00	2.54
<b>TOTAL C/F TO SUMMARY</b>										12.03
<b>Television (SOURCE TYPE 47) COMMISSION RATE 12.50%</b>										
EXAMPLE TITLE THREE (WRITER 3)	0039434X SCODOM	9607-9612	yux0012	UK	1	198.000			15.59	15.59
EXAMPLE TITLE FOUR (WRITER 4)	0039435F GRPDOM	9607-9612	yur0005	UK	233	198.000			15.59	
			yv20011	UK	197	198.000			20.79	36.38

Which musical work you are getting paid for.

The composer(s) name.

The tunecode (a unique number given to your work by MCPS to distinguish it from any other work on our database).

The country of sale of the product.

The percentage of the total amount MCPS has received.  
 If this column is blank then MCPS collected 100%.

The tune total.

The amount that MCPS will pay to you after commission (before VAT and VAT on commission).

The percentage share you will be receiving.  
 If this column is blank then you will receive 100%.

The source of the income.

The period that the royalty payment relates to.

The catalogue number (for TV this will show the programme number).

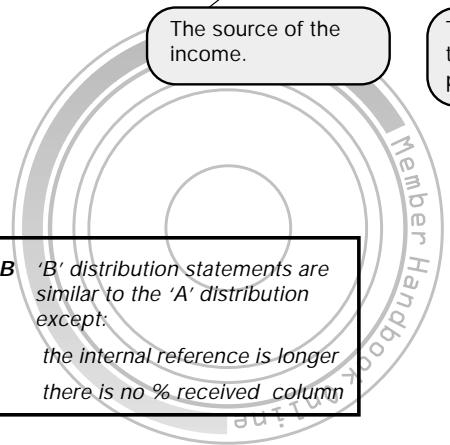
The quantity of products sold (for TV, this will show the number of weighted uses of that work for TV distributions).

The reference (an internal reference number).

The pence rate: the amount in pence the work will receive for each sale (for TV this will show the amount per use).

**NB** 'B' distribution statements are similar to the 'A' distribution except:

- the internal reference is longer
- there is no % received column



### Revenue Analysis

Revenue analysis contains a summary of the income you will receive broken down by:

Territory of sale.

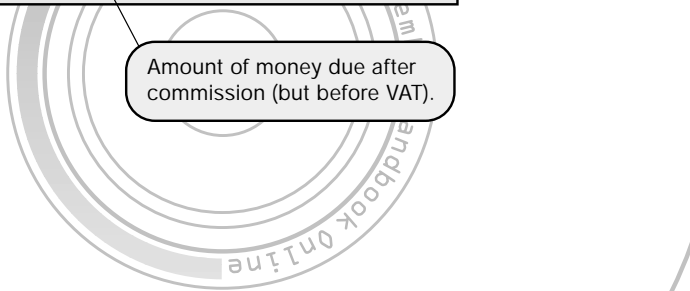
RDSM155						
MEMBER NO: 123456789			MCPS - MEMBER REVENUE ANALYSIS		PAGE REF:STT/ 1/ 32	
MEMBER (N): SAMPLE MUSIC GROUP			RUN ID: 9708B - DISTRIBUTION AUGUST B 1997			
<u>TERRITORY OF SALE</u>		<u>REVENUE</u>	<u>COMMISSION</u>	<u>AFTER COMM</u>		
UNITED KINGDOM (UK)		35.16	1.94	33.22		
-----		-----	-----	-----		
		35.16	1.94	33.22		
-----		-----	-----	-----		
<u>SOURCE</u>	<u>REFERENCE</u>	<u>REVENUE</u>	<u>COMMISSION</u>	<u>AFTER COMM</u>	<u>INTEREST</u>	
-----	-----	-----	-----	-----	-----	
AP1 - AUDIO PRODUCTS	(SOURCE TYPE 32)	-----				
ABC RECORDS	(ABCREC)	12345	0.71	0.21	0.50	0.50
DEF RECORDS	(DEFREC)	12346	1.03	0.06	0.97	0.97
GHI RECORDS	(GHIREC)	12347	18.90	0.91	17.99	17.99
SOURCE TYPE 32 TOTAL		20.64	1.18	19.46	19.46	

Source of income (e.g. AP1 – Audio Product).

Gross income.

The commission that has been charged.

Amount of money due after commission (but before VAT).



## Invoices

MCPS operates a self-billing system. What this means is that in order for us to pay your royalties we first need to create an invoice showing the royalties that we owe you (VAT, if you are VAT registered, is due on UK income only).

This invoice detailing the royalties we owe to you is generated internally by our systems so you don't need to worry putting together the paperwork.

SAMPLE MUSIC GROUP				
I N V O I C E				
INVOICE NO. 9708Y0666		DATE 31/08/97		
TO SUPPLY OF ROYALTIES/FEEES DISTRIBUTION AUGUST A 1997				
MECHANICAL-COPYRIGHT PROTECTION SOCIETY LTD.				
ELGAR HOUSE				
41 STREATHAM HIGH ROAD				
LONDON SW16 1ER				
MEMBER NO.	MEMBER NAME	GROSS UK REVENUE	GROSS O/S REVENUE	
123456789	SAMPLE MUSIC GROUP	470.77	27.98	
TOTAL ROYALTIES		470.77	27.98	498.75
VAT @ 17.50%		82.38		82.38
VAT @ 0.00%			0.00	0.00
INVOICE TOTAL				581.13
VAT REG NO. 123 456 789				

MECHANICAL-COPYRIGHT PROTECTION SOCIETY LTD.	
I N V O I C E	
INVOICE NO. 9708Z0666	DATE 31/08/97
PAYEE NO. 123456789	DISTRIBUTION AUGUST A 1997
SAMPLE MUSIC GROUP	TO SUPPLY OF SERVICES
34 GREAT STREET	
LONDON	
AB1 2CO	
ROYALTIES COLLECTED ON YOUR BEHALF-	498.75
COMMISSION CHARGED	64.54
VAT @17.5000	11.29
TOTAL	75.83

▲ The second invoice generated by our systems shows the commission you owe MCPS for the collection of these royalties.



For 'B' Distributions

Regular payments show the total amounts that have been paid into your bank account during the month (see page 8, Reconciliation).

RDSM165	MECHANICAL-COPYRIGHT PROTECTION SOCIETY LTD.	PAGE REF:REC/	2/	1909
1) REMITTANCE ADVICE				
-----				
DISTRIBUTION AUGUST B 1997		DATE 29/08/1997		
PAYEE NO.				
123456789				
SAMPLE MUSIC GROUP				
34 GREAT STREET				
LONDON				
AB1 2CO				
B/FWD BALANCE				
YOUR INVOICE NO. 123456789				
F970826AEZ 123456789				
AMOUNT VAT AMOUNT				
477.31 46.23 523.54				
23.85 4.17 19.68				
-----				
506.86				
PAYMENTS:-				
REGULAR PAYMENTS (SEE ATTACHED) 246.25-				
RECONCILIATION PAYMENT (PAID BY BACS) -----				
260.61-				
-----				
506.86-				
C/FWD BALANCE				
-----				
0.00				
=====				
CREDIT TRANSFER ACCOUNT NO.12345678				
M.C.P.S REFERENCE NO MCPS F970826AE				
ANY BANK LTD				
123 ANY STREET				
LONDON AB3 4CD				
ELGAR HOUSE,				
41 STREATHAM HIGH RD,				
LONDON SW16 1ER				
TELEPHONE 0181 664 4400				
VAT REG NO. 407 8473 37				
COMPANY REG NO. 199120				

Reconciliation Payments show where any outstanding money has been credited to a members account. This payment is made on the last working day of the month.

The total amount (regular payments + reconciliation payments) is recorded as a minus or negative value. Please note that this does NOT mean that we have debited your account. Simply that for accounting purposes this number is recorded in this way.

When the overall total is zero then the account (your account within MCPS) has been settled. This means that all the royalties have been paid to you by MCPS.

If on the other hand you have received a Regular Payment and have a Reconciliation Payment which is less than £30.00 then payment will be carried forward until the next 'B' Distribution. Accordingly your next distribution will show this amount in the balance brought forward column. ➤

### Reconciliation – ‘B’ Distributions

This shows you when the regular payments were made into your bank account.

Despite the fact that these values are shown as a negative or minus value, it is in fact money which is being drawn against the total money due to you as an MCPS member.

RDSM165		MECHANICAL-COPYRIGHT PROTECTION SOCIETY LTD.		PAGE REF:REC/	2/	1909
2) PAYMENT RECONCILIATION						
-----						
PAYEE NO.						
123456789						
SAMPLE MUSIC GROUP						
34 GREAT STREET						
LONDON AB1 2CD						
REGULAR PAYMENTS:						
DATE	ACCOUNT NO.	EXTERNAL REFERENCE	MCPS REFERENCE	AMOUNT		
-----	-----	-----	-----	-----		
22/08/1997	123456789	MCPS F970819AR	ACFEG	56.47-		
22/08/1997	123456789	MCPS F970820AR	ACFXD	189.78-		
				-----		
				246.25-		
				-----		

NB The minimum payment for an overseas member is £60 payable by TAPS.

### Additional Statement search fee

In accordance with clause 9.12 of the MCPS Membership Agreement, requests for replacements of lost or destroyed distribution statements will incur a search fee charge.

Minimum charge £25.00 plus VAT = £29.38

This charge only applies if the total number of sheets is under 50 and the statement can be produced and despatched in under one hour.

For anything which cannot be produced and despatched within one hour:

- £20.00 per hour search and copying time
- 4p per sheet of paper used
- £2.00 postage and handling (calculated per 100 sheets)

NB Members should note that manually reproduced statements contain distribution information only, Product Licence Reports are not included.

