



## Short Term Radio Licence Application Pack

### **Checklist**

- Completed Application Form
- Fee Calculator Form
- Signed Terms and Conditions
- Cheque payable to 'PRS for Music'

Please return your completed form to:

**Radio Licensing  
Broadcast and Online Licensing  
PRS for Music  
Copyright House  
29-33 Berners Street  
London  
W1T 3AB**

[radiolicensing@prsformusic.com](mailto:radiolicensing@prsformusic.com)

## Introduction

We are here to guide you through each stage of the licensing process and are on hand to answer any questions you may have so please feel free to get in touch if you would like to discuss any aspect of your licence.

### **Who are we?**

The Mechanical-Copyright Protection Society Ltd (MCPS) and The Performing Right Society Ltd (PRS) represent the vast majority of music composers and publishers in the UK and, by agreement with overseas societies, most of the world. We issue licences to allow the recording, public performance and broadcast of our members' musical works for most purposes (in accordance with the 1988 Copyright, Designs and Patents Act) and collect and distribute the royalties due to our members.

*PRS for Music* manages common activities, services both societies and is jointly owned by them.

### **Why do you need a licence from PRS for Music?**

Copyright is the right granted by law to the creators of original literary, dramatic, artistic and musical works to ensure that copyright owners are rewarded for the exploitation of their works.

Any person who, without the permission of the copyright owner, does or authorises someone else to do any of the restricted acts may be liable for what is known as primary infringement of copyright. In addition, a person may be liable for secondary infringement if he assists in copyright infringement by such means as handling or selling infringing copies.

### **How is the 2011 licence different to previous years?**

*PRS for Music* is happy to launch the new 'Short Term Radio Licence' from January 2011 which we believe makes applying and paying for your licence much easier. This new licence provides the same rights as our previous 'Short Term RSL' licences but we have combined the previous PRS and MCPS licence schemes into one licence.

### **What other music licences do I need?**

You may also require a licence from record companies for the use of the sound recording. To obtain this licence you should first contact:

Phonographic Performance Ltd (PPL)  
1 Upper James Street  
London  
W1F 3DE

Tel: 020 7534 1000  
Fax: 020 7534 1111

[www.ppluk.com](http://www.ppluk.com)

## Licence Fees

RSL stations that apply and pay in advance of their first broadcasting date will be able to pay the discounted rate.

Any stations who apply on or after their first broadcast date will be liable for the standard rate.

The base rate includes the first day of your broadcast; all other days are classed as 'additional days'. For example, if you are broadcasting for 12 days, day one is covered in your base rate and you will have 11 additional days.

<b>Total Potential Audience 0 - 100,000</b>		
	Standard Rate	Discounted Rate
Base Rate	£120.71	£102.02
+ fee per additional day (max 28 days)	£56.07	£37.38

<b>Total Potential Audience 100,001 – 500,000</b>		
	Standard Rate	Discounted Rate
Base Rate	£127.00	£108.31
+ fee per additional day (max 28 days)	£56.07	£37.38

<b>Total Potential Audience 500,001 – 10,000,000</b>		
	Standard Rate	Discounted Rate
Base Rate	£136.86	£118.17
+ fee per additional day (max 28 days)	£56.07	£37.38

All rates are excluding VAT

## Licence Term

The rates outlined in this document are applicable for the year 2011 and thereafter will be adjusted by RPI for each new licence year.

## Payment

Payment must be sent by cheque with a completed application pack.

Please make cheques payable to 'PRS for Music'.

# Licence Application Short Term Radio Licence



For applicants granted a Short Term Restricted Service Licence by Ofcom

<b>Station name / Call sign</b>			
<b>Nature of Event</b> <i>(e.g trial, festival)</i>			
<b>Company / Business name</b>			
<b>Contact Name</b>			
<b>Correspondence address, including post code</b>			
<b>Contact phone number(s)</b>			
<b>Email address</b>			
<b>Dates of Event</b>	From	To	Duration _____ Days
<b>Where will you be broadcasting to?</b>			
<b>Have you operated an RSL before?</b> <i>(Optional)</i>	Yes <input type="checkbox"/>	If Yes, please give your PRS account number:	No <input type="checkbox"/>
<b>Please state any additional information you would like us to know</b>			

## Fee Calculator

### Standard Rate

Total Potential Audience:    0 – 100,000                       = Base rate of £120.71  
   100,001 – 500,000                       = Base rate of £127.00  
   500,001 – 10,000,000                       = Base rate of £136.86

Plus number of additional days \_\_\_\_\_ at £56.07 per day = £\_\_\_\_\_

Base rate + additional day's rate + **VAT at 20%**

**Total Fee = £\_\_\_\_\_**

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### Discounted Rate

*The discounted rate is only for applicants who apply and pay in advance, if your application is received after your first date of broadcast you will be required to pay the standard rate.*

Total Potential Audience:    0 – 100,000                       = Base rate of £102.02  
   100,001 – 500,000                       = Base rate of £108.31  
   500,001 – 10,000,000                       = Base rate of £118.17

Plus number of additional days \_\_\_\_\_ at £37.38 per day = £\_\_\_\_\_

Base rate + additional day's rate + **VAT at 20%**

**Total Fee = £\_\_\_\_\_**

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From 1<sup>st</sup> January 2011, VAT will be increased to 20% in the UK.

If you require any assistance in calculating your fee, please contact:  
[radiolicensing@prsformusic.com](mailto:radiolicensing@prsformusic.com) or call 020 7306 4430.

## What Your Licence Covers

The licence issued by PRS allows OFCOM licensed stations to broadcast PRS controlled repertoire.

The licence issued by MCPS allows you the right to record MCPS administered repertoire into:

1. Non-programme material, but excluding station idents (e.g. trailers, jingles)
2. Programmes produced by the radio station for broadcast on its own station
3. Server or other hard-disk storage for subsequent direct-to-air broadcast
4. And the broadcast of production music sound recordings.

However, advertisements are excluded from the mechanical licence and must be cleared individually. Use of commercial music in a sponsored item is excluded where a reasonable person would associate the music with the sponsor. Association can be deemed to exist, for example, where there is a small or no gap between a commercial work and reference to the sponsor.

## Terms and Conditions

Payments must be sent by cheque with your completed application form.

The above rates apply to all licensees regardless of charity status.

To qualify for the discounted rate, all RSL stations must apply and pay by cheque in advance of their first broadcast date. Applications that have not been received before the first broadcasting date will be subject to the standard rate.

Any cheques sent for the wrong rate or without VAT added on will be returned.

No licence, whether express or implied, shall be taken to have been granted by *PRS for Music* or their members merely by the completion of this application form.

*PRS for Music* will issue an invoice once the application is approved and processed, this will serve as proof of licence.

In addition to licences from *PRS for Music* you may also require a licence from record companies for the use of the sound recording. You will need to contact Phonographic Performance Ltd (PPL) on 020 7534 1000.

Please sign below to agree to the Terms and Conditions.

.....  
Signed

.....  
Print name of signatory in full

.....  
Date

.....  
Position of signatory