

LICENCE APPLICATION HALLS & FUNCTION CENTRES



CLIENT NO. _____

Customer enquiries 1300 852 388 licence@apra.com.au www.apraamcos.com.au

Please complete the relevant section(s), sign and return to: Locked Bag 5000, Strawberry Hills NSW 2012, fax (02) 8103 4445 or email to licence@apra.com.au. I/We the Applicant apply for a licence from APRA which, subject to the terms set out on this and the reverse page, authorises the performance in public of Works within APRA's repertoire at the Premises (being a hall, function centre or similar venue which is primarily let to third parties for particular functions) during functions held, but not functions at the Premises if:

- (a) the Premises are let to:
 - (i) an event promoter to hold an event at which music is performed; or
 - (ii) a concert promoter to hold a concert, at the Premises and admission fees are charged; or
- (b) there is a performance by a Live Artist Performer and:
 - (i) Gross Expenditure on the Live Artist Performer is greater than \$2,500; or
 - (ii) the function is held by the Applicant, **(Excluded Functions)**.

There is no other restriction as to the method of performance.

Annual Rates

The annual rate* is **\$3.68 per hundred persons** (or part thereof) of the Capacity of the Premises for each function at which music is performed subject to a minimum annual fee of **\$73.17**. Licence fees are payable annually except where the total licence fee is more than \$500, in which case we will invoice you quarterly unless you notify us.

Capacity of the Premises: Number of functions per year at which music is used:

AMOUNTS STATED ON THIS APPLICATION ARE INCLUSIVE OF 10% GST.
* The rates set out above are current from 1 December 2018 to 30 November 2019.

THIS SECTION MUST BE COMPLETED IN BLOCK CAPITALS AND SIGNED

I acknowledge that I have read the terms attached to this application and agree to be bound by those terms should my application be accepted.

Legal name of Business or Organisation (Applicant)

Note: If you operate through a Trust the Applicant must be the Trustee of that Trust

COMPANY / PARTNERSHIP / SOLE TRADER / INCORPORATED _____

Applicants ACN/ABN

ACN: _____ ABN: _____

The ACN and/or ABN (if you have one) must match the name of the Applicant above.

Trading Name of Business or Organisation

PREMISES / TRADING NAME _____

Address

ADDRESS _____

 _____ POSTCODE _____

Address for Correspondence

ADDRESS _____

 _____ POSTCODE _____ MOBILE _____

Date on which music usage commenced

EMAIL _____ PHONE _____
 COMMENCEMENT DATE _____ FAX _____

Position of Person Signing

Signed by/on behalf of the Applicant

DIRECTOR / PROPRIETOR / AUTHORISED REPRESENTATIVE _____

 SIGNATURE _____ DATE _____

This application form will only constitute a Licence Agreement when the Applicant receives a signed agreement from APRA AMCOS. APRA AMCOS may refuse to grant a Licence Agreement or may return it to you for corrections where the information contained in this application is incorrect or incomplete.

Invoicing Options

If your business operates through a Trust and you require your invoice to be made out to the Trust, please supply your Trust Name: _____

Please invoice me Annually Quarterly (only available on annual licence fees of \$500 or more)

PPCA Licence Number

If you also hold a PPCA licence please provide us with your PPCA Licence Number: _____

PPCA LICENCE NO _____

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1. **SCOPE OF LICENCE**
 - 1.1 APRA grants the Applicant a licence to perform in public Works within APRA's repertoire in the circumstances and by the methods described on the front of this agreement.
 - 1.2 The licence in clause 1.1 does not include or authorise:
 - (a) the public reception of any performance beyond the precincts of the Premises;
 - (b) the performance of Grand Right Works in their entirety;
 - (c) the performance in whole or in part of any musical work in a Dramatic Context;
 - (d) the performance in whole or in part of any music and associated words composed or used for a ballet if accompanied by a visual representation of that ballet;
 - (e) the performance of any choral work of more than 20 minutes duration in its entirety;
 - (f) the performance of any music and associated words so as to burlesque or parody the work;
 - (g) the performance of any musical work with new or substituted lyrics, or any lyrics which have been notified by APRA as prohibited;
 - (h) the performance of any sound recording (this permission is obtained from the Phonographic Performance Company of Australia Limited); or
 - (i) any other right not expressly granted under this agreement.
2. **DURATION OF THE AGREEMENT**

Unless terminated earlier in accordance with Clause 9, this agreement is for an initial period of 1 year from the day which is the first day of a month and nearest the Commencement Date. Unless terminated by either party on at least 1 month's notice effective as at the expiry of the initial period, the agreement continues for successive 1 year periods until terminated by either party on at least 1 month's notice, effective on an anniversary of the expiry of the initial period.
3. **CALCULATION OF AMOUNT PAYABLE**
 - 3.1 Subject to APRA's right to reassess the amount payable under clause 3.3, the Applicant must pay APRA:
 - (a) for the first Licence Year, an amount equal to the greater of:
 - (i) the amount calculated in accordance with the formula specified on the front of this agreement using the annual rates current for that Licence Year; and
 - (ii) the minimum annual fee current for that Licence year; and
 - (b) for each subsequent Licence Year, an amount equal to the greater of:
 - (i) the amount calculated in accordance with the formula specified on the front of this agreement for the particulars notified by the Applicant to APRA as at the date of APRA's invoice under clause 6 using the annual rate current for that Licence Year; and
 - (ii) the minimum annual fee current for that Licence Year.
 - 3.2 On 1 December each year, the GST exclusive annual rate and the GST exclusive minimum annual fee will be calculated by increasing the then current GST exclusive annual rate and the then current GST exclusive minimum annual fee by the percentage increase in the Consumer Price Index between the last 2 September Quarters.
 - 3.3 On APRA's receipt of the information under clause 4.1, APRA may issue an invoice for any additional amount payable.
4. **SUPPLY OF INFORMATION**
 - 4.1 The Applicant must notify APRA within 28 days of any change to the particulars on the front of this agreement.
 - 4.2 The Applicant must notify APRA of each Excluded Function no later than 7 days before it is to be held.
 - 4.3 The Applicant must, within 14 days after APRA's request:
 - (a) provide APRA with such details as APRA may request of all the Functions held during the period specified by APRA from time to time; and
 - (b) supply APRA with a list of all music performed at the Premises in the form and for the period specified by APRA from time to time.
5. **CONFIDENTIALITY**

We agree to treat as confidential, during and after the term of this agreement, all information provided by you that can properly be regarded as confidential and is not in the public domain, except that we may disclose the information to our licensing partners, auditors and other professional advisers. Information you provide may be aggregated to provide industry statistics for publication or consultation.
6. **PAYMENT**

The Applicant must pay the amount payable calculated in accordance with clause 3 for each Licence Year within 14 days after the date of APRA's invoice stating the amount payable for the Licence Year.
7. **RECORDS**

The Applicant must keep accurate books of account and other records in sufficient detail to ensure that all amounts payable to APRA under this agreement can be properly ascertained.
8. **AUDIT OR EXAMINATION**
 - 8.1 APRA may on 7 days notice to the Applicant audit or examine the Applicant's books of account and other records to:
 - (a) determine the correctness of any report or payment under this agreement; or
 - (b) in the case of a failure by the Applicant to provide information in accordance with clause 4, to obtain information required to be provided under that clause.
 - 8.2 The Applicant must pay the cost of the audit or examination if it:
 - (a) establishes that the information provided by the Applicant resulted in the amounts payable under this agreement being understated by more than 5%; or
 - (b) is undertaken under clause 8.1(b).
9. **TERMINATION**

APRA may immediately terminate this agreement by notice to the Applicant if the Applicant:

 - (a) fails to pay any sum when due under this agreement within 14 days after the due date;
 - (b) breaches any other term of this agreement and fails to remedy the breach within 7 days after being requested in writing to do so by APRA;
 - (c) being a corporation, goes into liquidation, has a receiver or receiver and manager appointed to it or any part of its assets, enters into a scheme of arrangement with creditors or suffers any other form of external administration; or
 - (d) being an individual, commits any act of bankruptcy or enters into a scheme of arrangement with creditors.
10. **DEFINITIONS**

In this agreement:

Agent means any agent, manager, assistant or associate of the Live Artist Performer.

Capacity of the Premises means that licensed by the relevant local authority, or if no such licence applies, the maximum number of persons who may be accommodated at the Premises.

Consumer Price Index means the Index of that title All Groups Sydney published by the Australian Bureau of Census and Statistics or any authority substituted by Statute, related to base year 1989-90 equals 100, and **September Quarter** means quarter year ending 30 September.

Dramatic Context means the performance of musical works:

 - (a) in conjunction with a presentation on the live stage that has a storyline and one or more narrators or characters; or
 - (b) as a Ballet;

Grand Right Work means an opera, operetta, musical play, revue or pantomime insofar as it consists of words and music written expressly for it.

Gross Expenditure on Live Artist Performers means all monies and the monetary value of all benefits receivable directly or indirectly by the Live Artist Performer including all salaries, wages, profit shares, allowances, accommodation, travelling and other expenses and whether receivable by or on behalf of the Live Artist Performer or an Agent.

Licence Year means any 12 month period commencing on the day which is the first day of a month and nearest the Commencement Date or the anniversary of that date as the case may be.

Live Artist Performer means any performer participating in the performance of music including featured and associated singers, musicians, dancers, models and conductors.

Works within APRA's repertoire means all musical works, including any words normally associated with those works by the copyright owner for Australia, the right of public performance of which is owned or controlled by APRA for Australia.
11. **DISPUTE RESOLUTION**

If any dispute arises out of or in connection with this agreement, either party may submit that dispute to APRA AMCOS' alternative dispute resolution mechanism. Information about the mechanism can be obtained from APRA AMCOS.
12. **NOTICES**
 - 12.1 A notice under this agreement must be in writing and may be given to a party by:
 - (a) delivering it to the address of the party;
 - (b) sending it by pre-paid post to the address of the party; or
 - (c) sending it by facsimile to the facsimile number of the party, and the notice will be deemed to have been received by the party on receipt.
 - 12.2 A facsimile is deemed to have been received on production of a transmission report by the machine from which the facsimile was sent which indicates that the facsimile was sent in its entirety to the facsimile number of the party.
13. **MISCELLANEOUS**
 - 13.1 No waiver by APRA of any breach of any provision of this agreement operates as a waiver of another breach of the same or of any other provision of this agreement.
 - 13.2 This agreement is personal to the Applicant. The Applicant is not entitled to assign any of its rights without APRA's prior written consent.
 - 13.3 This agreement may only be varied by the written agreement of the parties.
 - 13.4 The Applicant must pay to APRA within 14 days after the date of an invoice issued by APRA an amount on account of stamp duties and taxes arising, in respect of this agreement.
 - 13.5 This agreement must be construed in accordance with the laws in force in the State of New South Wales and the parties agree to submit to the jurisdiction of New South Wales Courts.
14. **PRIVACY NOTICE**

The information you are providing may be personal information under the *Privacy Act 1988*. Information collected is only for our business purposes and will not be disclosed to any third parties except in accordance with our privacy policy. The privacy policy is available on our website at apraamcos.com.au/privacy-policy/.

OFFICE USE ONLY

SIGNED AS AGREED BY APRA

APRA accepts the application and grants a licence on the terms set out in this Licence Agreement. For and on behalf of APRA by its duly authorised officer:

SIGNATURE

DATE

CLIENT NO.

GST EXCLUSIVE FEE

RECEIVED

PREMISES TYPE CODE