



## FOR THE INFORMATION OF THIRD PARTIES

Before any performance of copyright musical works can be given in public, those responsible for the event are required to obtain the permission of the owner of the copyright of the works concerned.

Obviously, if each music user were to have to seek out separate permission for each individual work to be performed, the administrative burden would be extremely onerous. Through the PRS for Music it is possible to obtain permission to use virtually any copyright works (the exceptions are in certain specialized areas such as 'grand rights') by applying for a licence and paying the appropriate royalties. As the Bush Hall has a licence the administration is further simplified. The third party does not need to apply personally to PRS for Music; the licensing arrangements will be taken care of by the Bush Hall. However the Bush Hall needs to provide certain information to PRS for Music in order that the appropriate fee can be assessed.

In most cases, the information required by PRS for Music will be restricted to the frequency and general description of events that have taken place. The main exceptions to this are that:

- (1) When events such as popular concerts, classical concerts or variety shows occur, it is necessary for the box office receipts (net of VAT) to be declared, as the royalty is usually a percentage of such figures. And in the case of classical concerts, for the admission figures to be declared.
- (2) For all live music events PRS for Music requires a programme return form to be completed. This comprises a list of the individual works used during particular performances.

Please co-operate with the Bush Hall over the provision of this information which they are contracted to supply to PRS for Music. Failure to do so can result in performances being unauthorized and our rights being infringed. In such cases PRS for Music will take action as necessary to protect its members' rights.

Therefore the artist / promoter will be charged 3% of all net ticket sales + vat for all shows at Bush Hall.

Artist / promoters are also required to provide Bush Hall with a set list from the performance.

Should you have any further queries please do not hesitate to contact the Concert Sales Centre on 0845 300 60 33.