

How to fill in the registration form?

Based on

If you have made an arrangement or a translation/adaptation, you can use this slot to fill in the title of the original work. Arrangements on protected works without permission of the rightholders are not permitted.

Arrangement of a work from the public domain

If you have made an arrangement of a work from the public domain, you need not only submit the registration form, but also a score or a sound file of the work, as well as the score on which the arrangement/adaptation was based.

Rightholder(s) of the original work

If you have made an arrangement or a translation/adaptation, you can use this slot to fill in the rightholder(s) of the original work.

Permission for the arrangement/translation/adaptation

If you have made an arrangement or a translation/adaptation, you need to specify whether or not you have received permission from the original rightholders. Derivations from protected works without permission from the rightholders are not permitted. See Article 22 of the General Rules.

Genre

Please specify the appropriate genre. With the exception of didactic music, tunes and jungles, musical works without indication of genre shall automatically be allocated 3 points. Jazz and classical works can qualify for a higher classification provided that a full score or a sound file is submitted.

I control all original rightholders in the work

If you do not have a publishing agreement with all original rightholders in the work, you need to specify in the column Check for each original rightholder whether you control this rightholder.

Role

Please specify the role of each rightholder in the work. Possible roles are C (composer), A (author), AR (arranger), AD (translator/text adapter), EO (original publisher), SE (sub-publisher).

Name and first name(s)

The names and first names of all composer(s), author(s), adapter(s)/translator(s) and arranger(s) have to be filled out. This also applies to members of other copyright societies than SABAM, as well as persons who are not affiliated to any society at all. The correct spelling of the names and first names or pseudonyms has to be carefully respected. If you wish to register a work under your pseudonym, you have to mention that name on the registration form.

Perf. / mec.

Here you can fill in the mutual distribution key for the performing and mechanical reproduction rights, as stipulated in the General Rules. The distribution key must be indicated in percentages.

ICE contract number

For each rightholder you control, fill in the contract number you have received after registering your publishing contract.

Signatures

The registration form has to contain the signature of the rightholder/publisher who submits the registration.