

The Copyright Licensing Agency Limited

MEMBERSHIP APPLICATION FORM

This form should be used by all organisations wishing to apply for membership of CLA. All such organisations must be a Collective Management Organisation as defined in Collective Management of Copyright (EU Directive) Regulations 2016 (the "Regulations") and represent "right holders" as also defined in the Regulations.

This form should be printed out and completed in hard copy form and posted to:

The Copyright Licensing Agency Ltd.
CEO
Barnard's Inn, 86 Fetter Lane, London, EC4A 1EN
Email: geraldine.thacker@cla.co.uk
Tel: 020 7400 3107

Any enquires or questions about the form or application process should be addressed to Mat Pflieger.

Any organisation that does not wish to join CLA as a Member or which cannot fulfil the membership requirements but nevertheless wishes to have the rights it represents included in CLA Licences may be able to sign a Representation Agreement with CLA. Please contact CLA for further information.

Section 1: Details of Collective Management Organisation Applying

Company/Organisation Name (the "Applicant")	
Company Registration Number (if applicable)	
Address	
Main Contact: Email: Telephone number(s):	

Section 2: Application

Category of Membership applied for	Publisher <input type="checkbox"/> Creator <input type="checkbox"/>
Description of right holders represented (the "represented right holders")	

Nature of rights owned or controlled by right holders represented by applicant (the “relevant rights”)	
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Section 3: Declaration

I confirm that the Applicant:

1. is a collective management organisation authorised either:
 - (i) by law or assignment; or
 - (ii) by licence or other contractual arrangement

to manage copyright on behalf of more than one right holder (and for the benefit of such right holders).
2. carries on the function of managing copyright on behalf of more than one right holder as its sole or main purpose.
3. is either or both:

owned or controlled by its Members. *Please tick relevant box*

organised on a not-for-profit basis. *Please tick relevant box*
4. was established to represent the represented right holders described above.
5. has obtained mandates regarding the relevant rights and which are relevant to CLA Licences and has the capacity and authority to transfer or otherwise pass on the benefit of such mandates to CLA.
6. can demonstrate that the represented right holders have not already given a mandate to an existing member of CLA or, to the extent that the represented right holders or any of them may have given a mandate to an existing member of CLA, that those right holders will be mandating the Applicant in place of the existing member if admitted to membership of CLA.
7. can demonstrate that the represented right holders own or control a substantial repertoire of rights that can be licensed by CLA.
8. operates under, and complies with, an effective code of conduct.
9. also operates in accordance with the Regulations.
10. has independent financial means to provide an indemnity and insurance or a reserve of not less than £10,000.
11. can demonstrate that it allocates and distributes right holders' payments appropriately and effectively in compliance with a clear and equitable policy in accordance with the Regulations enabling regular, diligent and accurate payments and which utilises best available usage data and right holder information and only deducts management and administration fees that are fair, reasonable and transparent.

12. has authority to grant to CLA as its non-exclusive agent the authority to administer and exploit and enforce the relevant rights throughout the world in such manner as the Members decide on the terms of the Authority to Act.
13. is willing and able to comply with the conditions of membership in the Membership Agreement.
14. has obtained the necessary Member and Board consents (and such other consents as may be appropriate) to sign and comply with:
 - the Members Agreement;
 - the Authority to Act; and
 - the Distribution Agreement

such documents being in the form as currently shown on CLA's website.

Section 4: Evidence of Eligibility in Support of Application

I enclose/attach copies of documents supporting the Applicants eligibility for Membership as follows:

- Constitutional documents, e.g. Articles of Association and any other governance instruments;
- Membership or shareholder agreements;
- Register of members (if feasible; if membership of Applicant is large please contact CLA to discuss how to supply this information);
- Last three sets of annual accounts;
- Annual return;
- Code of conduct;
- Record of any complaints or disputes handled under the code of conduct; and
- Annual transparency report.
- Evidence of independent financial means/ reserve/ insurance certificate for indemnity
- Copy of Distribution Methodology and Policy
- Mandates/ rights documents (to the extent that this is not covered by the above documents)
- List of agreements with CMOs outside of the UK

I certify that the above information is given in good faith and is, to the best of my knowledge information and belief, materially accurate.

Signed by a duly authorised officer of the Applicant:

Signature

Print name