

## Useful tips for completing the „Application for Admission”

Please note the following informations when completing the form mentioned above:

### “First name” and “Surname”:

Please fill in your civil name (name as stated on official documents).

### “Pseudonym”:

This line is only to be filled in if you **create/write** musical works (all or some) under an assumed name instead of the civil name.

Please note the difference between a writer pseudonym and an artist’s name/band name. The latter is used for performing music on stage and recording music under an assumed name.

### “as composer, lyricist, arranger”:

Please mark with cross what is applicable. Several crosses are possible.

### “Title of the work”:

Please fill in here the title of **one** of your works which has **already been used** in a public performance, etc. (see below) within the last year or in the running year.

**Please note: This has nothing to do with a work registration.** In order to check the fulfillment of the precondition for admission we need the indication of one music title together with the filled in details of the usage of this title.

### Indicating the usage of the title (by public performance, etc.) by marking with crosses:

Please indicate here in which way the title filled in above has already been used. Mark with cross the applicable way of usage (e.g. public performance). If the title filled in above has been used in different ways we advise you to tell us so by ticking all applicable (e.g. public performance and broadcast).

Please note: It is absolutely necessary that you also fill in the lines for more details of the usage (e.g. when ticking “by radio/TV broadcast” the lines “name of broadcaster”, “date of broadcast and title of broadcast program”).

### Please do not forget date and signature!

### Having sent the form “Application for Admission” to AKM, am I already a member of AKM?

No, not yet. The information you gave AKM on this form is taken to check the fulfillment of the precondition for admission (see above). Right afterwards the Agreement of Assignment as well as a few other admission forms are sent to you.

As soon as you have sent us back all admission forms filled in and signed and your admission has been approved by the relevant body of AKM and austro mechana, you will get a written information about your admission.