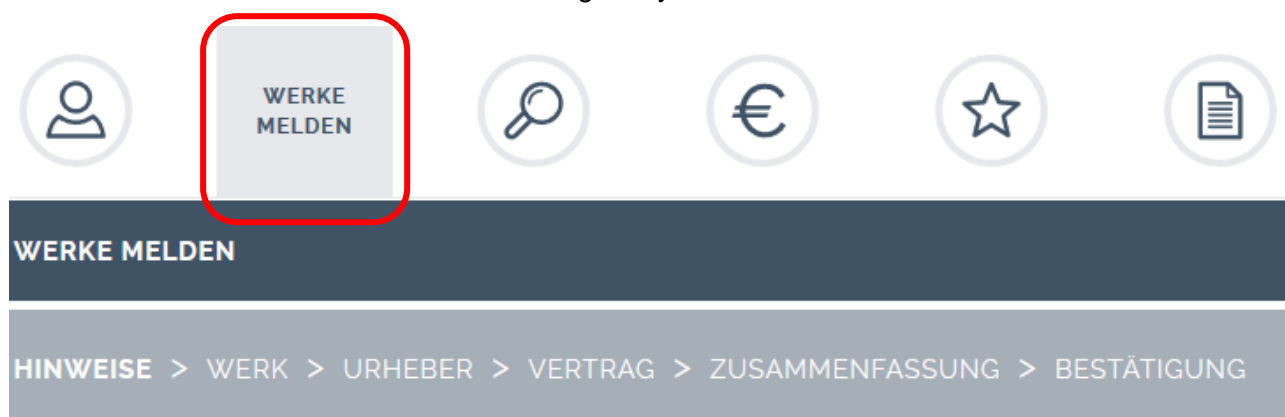


## How to register your works

Choose the service **WERKE MELDEN** to register your works.



### General remarks (Hinweise)

- Only beneficiaries of AKM/austro mechna are entitled to register works.
- Please register each work separately.
- In order to register an arrangement of a copyrighted work you need to obtain permission from the rights owners **prior to registration**.
- Please submit a detailed contractual agreement signed by all beneficiaries if the arranger is to be included in the mechanical rights. Otherwise the arranger's share cannot be registered.
- AKM and austro mechna register more than 1.2 million works each year, please allow some weeks for your online registration to show up in your works list.

### How to make changes to a registered work

To make changes to a work that has already been registered, another work registration with the note "correction / rectification" is necessary. Select this term in the "Type of registration" field.

### Liability

The person registering confirms the correctness of all information provided in the work registration and acknowledges liability for damage to AKM/aume, a co-author or any other authorized party to the work from incorrect information in the work registration.

To start your work registration press **WEITER** (Continue)

**WEITER**

## 1. WORK

\* Required field

E-Mailadresse	E-mail address
Art der Anmeldung*	Type of registration*. Choose: New registration Correction/Rectification ( <i>see note above on changes to registered works</i> )
Titel*	Song Title*
Weitere Titel zum Werk	Further work titles: List subtitles, alternative spelling or individual titles for film music, musical, song cycles, mass, stage music, theatre music, etc.

Untertitel	Choose: Subtitle Second line to original title
Interpret	Performing artist (if known, may be helpful to match your registration with program submissions)
Sprache des Werks	Choose language: German Foreign
Art des Werks	Type of work, ie popsong, waltz, etc.
Tonträger	If the work you are registering has already been recorded on audiovisual media please enter the name of the production company (producer) and catalog number.
ISWC	International Standard Work Code. Used by some collective management organisations to identify the work. Code can only be assigned after first registration of the work.
Dauer des Werks (MMM:SS)	Duration of work (in minutes and seconds)
Audio upload	Upload an audiofile

If you are registering serious music, tick the box next to “Ernste Musik” and enter more details:

Ernste Musik


Ernste Musik Besetzung

Opusnummer 

Ernste Musik Besetzung	Orchestration
Opusnummer	If applicable, provide the opus number given by the composer

If your work is a potpourri or medley, tick the appropriate box and provide more details:

Werk ist Potpourri/Medley

Inhaltswerke zu Potpourri/Medley 

	Titel	Komponist
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>

Inhaltswerk zu Potpourri/Medley	Explanation of the term: A potpourri/medley is a work put together from various melodies.
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	Submit every single work title used in the medley and the respective composer.
Titel	Title
Komponist	Composer

Once you have filled in all fields press **WEITER** (Continue).

## 2. **Author and Publisher** (Urheber und Verleger)

Please provide the required data in the top 5 fields for each individual beneficiary (author and publisher) – including yourself.

\* Required field

Art des Berechtigten* Komponist Textdichter Komponist & Textdichter Bearbeiter/Arrangeur Spezialtextdichter Originalverleger Verlagspartner des Subverlegers Subverleger Subbearbeiter Subtextdichter	Type of Beneficiary*. Choose: Composer Text Author Composer & text author Arranger Special text author Original Publisher Publishing partner of sub-publisher Sub-publisher Sub-arranger Sub-text author
Name des Berechtigten* (Nachname, Vorname)	Name of beneficiary* (Surname, first name)
IP-Name-Number	IP Name Number (international identification number, please insert if known)
Aufführungsrecht (Anteil in %)	Performing right (share in %)
Mechanisches Recht (Anteil in %)	Mechanical right (share in %)

*Performing right/mechanical right share: see explanation at end of document*

Press HINZUFÜGEN (Add), then add the data for another beneficiary. If you want to remove a beneficiary press ENTFERNEN (remove).

Komposition und (Lied-)Text wurden nicht speziell für das angemeldete Musikwerk, sondern getrennt voneinander geschaffen

Tick this box if the composition and the (song-)lyrics have not been created specifically for the work you are registering but have been created separately from each other.

Enter any additional comments you may have in the field "Kommentare".

Press WEITER to go to the next page or ZURÜCK to go back.

## 3. **CONTRACT** (Vertrag)

The fields in this section are only to be filled in if there is a duly signed publishing contract for the work. Please note: Artist contracts with record companies are NOT publisher contracts.

\* Required field

Art des Vertrages*: Cession (Abtretung) Originalverlagsvertrag Generalvertrag Options-/Rahmenvertrag Einzelsubverlagsvertrag	Type of contract*. Choose: Cession Original Publishing contract General contract Option contract/framework agreement Individual sub-publishing agreement
Vertragsgebiet*	Contract area*.
Vertragsanfangdatum*	Contract start date*
Vertragsendedatum	Contract end date
Art des Vertragsendes: Schutzfrist Unbefristet Mit autom. Verlängerung	Type of contract end. Choose: Term of protection Permanent Automatic contract renewal

The following data is only necessary if a sub-publisher contract is in place.

Beteiligungsform im Mechanischen Recht: Am Vertrieb im Vertragsgebiet einschließlich aller Importe An der Fabrikation im Vertragsgebiet (einschl. aller Importe) Am Vertrieb im Vertragsgebiet aus der Fabrikation	Type of participation in mechanical right: choose Distribution within contract area incl. all imports Fabrication in contract area (including all imports) Distribution within contract area from fabrication
Fabrikationsgebiet bei Spezialklausel	Fabrication area for special clause

Press **WEITER** to continue. A summary of all data provided will appear. If you want to make changes press **BEARBEITEN** (edit).

Once you have checked all data provided press **SENDEN** to submit your work registration.

#### 4. **Confirmation** (Bestätigung)

Your work registration has successfully been sent. Please note the reference number of your work registration in case of questions.

What do you want to do? Choose your options:

Anmeldung drucken	Print your work registration
Neue Werkanmeldung	Register another work
Neue Werkanmeldung mit ähnlichen Daten	Register another work with similar data

## Performing right and mechanical right

### General information

AKM represents the performing right whereas austro mechana represents the mechanical right (royalties for the sale of sound carriers etc). Both Collective Management Organisations (CMOs) have their own distribution rules regulating the distribution key of royalties. In case you do not fill in the performing right and mechanical right share, the respective valid distribution keys of the CMO apply, according to the distribution rules of each CMO the shares are split equally within the author's, composer's or publisher's share.

### Performing right

Fill in the field only if

1. more than one text author and/or composer are involved and

2. a contractual agreement has been made between all composers and/or text authors which foresees a diverging split of the composers and/or text authors share to the standard. The standard split is: Split in equal parts within the composers share respectively within the text authors share.

The information must be provided in per cent.

Please note: Subsequent requests for changes regarding “diverging split” of a registered work have to be submitted in writing from each individual party involved.

For clarification purposes please find below an example of a diverging split.

#### Manuscript (no publisher involved)

2 composers and 2 text authors participate in the work. If the field Performing Right is not filled in, the share of the composers (=50%) is split among the two composers in equal parts, same applies to the text authors share (=50%).

Composer A	10%
Composer B	<u>40%</u>
	50% (= set composers share or respective share of <i>all</i> composers)

Text author A	30%
Text author B	<u>20%</u>
	50% (= set authors share or respective share of <i>all</i> authors)

**Note:** both the composers and the authors share are set shares, therefore an agreement to change the composers share at the expense of the authors share – or the other way round – is not possible.

#### **Mechanical right**

Fill in the royalties distribution key in per cent as per the agreement in the publisher contract. If no key was agreed or submitted, the standard key applies as per the distribution rules of austro mechana. Within the composers, authors and publishers share it is possible to agree on different percentages for the mechanical right share.