



COPYRIGHT ORGANISATION OF TRINIDAD AND TOBAGO
 45C Jerningham Avenue, Belmont, Port of Spain, Trinidad
 Tel No: (868) 623-6101/7311, 624-COTT Fax No: (868) 623-4755; E-mail:cott@cott.org.tt

APPLICATION FOR PERFORMING RIGHT PERMIT

Date: _____

Promoter: _____

Contact Person: _____

Address: _____

Venue: _____

Address: _____

Telephone (#): _____

Fax (#) _____

Capacity of Area (Dancing/Seating): _____

Date of Function: _____

Title of Function _____

DOCUMENTARY EVIDENCE MUST BE SUBMITTED IN SUPPORT OF:

1) Admission Price(s): _____

3) Adm. Tickets printed: _____

2) Expenditure on Musicians: _____

Performers (Live/DJ):

_____ SIGNATURE _____

Do you intend to use copyright music in the advertisement of this function? Yes No

Rate:

When music is used exclusively as the main event: -

- * 4.5% of admission receipts or, (if not ascertainable by the Organisation)
 \$42.00 for the first 100 persons capacity or per 400 square feet of venue + \$20.00 for each
 25 persons capacity or 100 square feet thereafter.

When music is part of the main event: -

- * 3.5% of admission receipts or, (if not ascertainable by the Organisation)
 \$20.00 for the first 100 persons capacity or per 400 square feet of venue + \$10.00 for each
 25 persons capacity or 100 square feet thereafter.

Please Note: All rates per single event are subject to a minimum charge of Four Hundred and Fifty Dollars (\$450.00) for entertainment taking place other than during the Carnival season. For entertainment during the Carnival Season, a surcharge of up to 100% may, at the option of the Organisation be applied.

See Overleaf



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TERMS AND CONDITIONS

1. Definitions

In this permit:

- (a) “box office receipts” means all monies paid or due in respect of admission charges in connection with the performance to which this Permit applies.
- (b) “money holding Capacity” means, in respect of each entertainment, the aggregate of the amounts charged for admission for every seat (or person) at the premises at which the entertainment takes place.

2. Basis of Royalty

The permit holder shall pay to the Organization a royalty of 4.5% of gate / box office receipts.

3. Manner of Payment

The charges under this tariff shall be paid in the following manner:

- (a) No fewer than **fourteen (14) days before** the date of performance, the permit holder shall pay to the Organization the sum on account equal to 4.5% of the money holding capacity.
- (b) not later than **seven (7) days** after the last Date of Performance, the permit holder shall pay to the Organisation the total charge due under clause 3 above.
- (c) Upon receipt of audited statements, as per clause 5 below, the Organisation will refund such sums as may be deemed refundable, from the payment made on account and actual audited gross receipts.

4. Certificate of Gross Receipts

The Permit Holder must submit no later than 7 days after the last date of Performance: - **a statement certified by an accountant** qualified to be appointed auditor to a public company, showing Box Office receipts.

5. Programme Returns

Within 7 days of the last date of performance, the Permit Holder shall supply the Organization by mail, or Fax, or in person **a list of all musical works** performed at the premises on the date of the Performance, including the names of the composer, arranger and publisher, to assist the Organisation to allocate the royalties collected.

6. No Assignments

The permit Holder shall not assign or part with this permit without the previous written consent of the Organisation

7. The Organization’s Right of Entry

The Organisation, by its duly authorised agent(s), shall have the right of free entry to the premises at all reasonable times, solely for the purpose of checking the particulars on which the royalty is assessed.