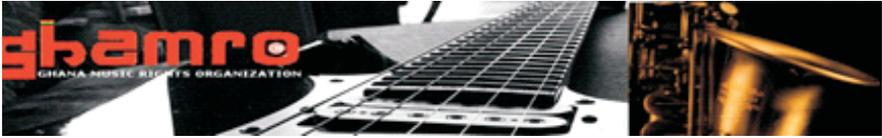




Should you have any further
questions or require any assistance, please
contact our Membership Department at GHAMRO
Tel. + 233 246 559 055 / 302 228 447



The Ghana Music Rights Organization (GHAMRO)

Project Launch

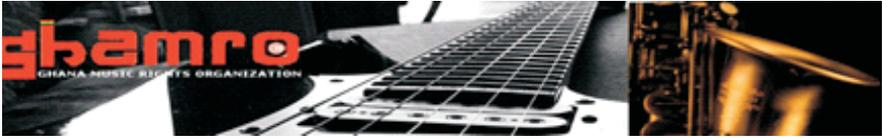
Venue: Apatakase, Kumasi

Date: Tuesday, 12th May 2015



Programme Details

- Arrival and registration
- Introductions & Welcome messages
- Address by Board Chairman
 - Board Report
 - Launch of GHAMRO 2 Year Plan
 - Administration re-structuring
 - GHAMRO Network Development
 - Educational & Sensitization Campagn
 - Authentication Project
 - GHAMRO Project
 - International profiling
 - GHAMRO Welfare package
 - Distribution date
- Details and Question Time
- Closing
- Departure



Frequently Asked Questions - FAQs

If you are thinking about becoming a member of *GHAMRO* yet have some queries, you may find the information you need here.

How long is the application process?

Once you have completed the application process, it can take up to 28 days to process applications once the application is received in our offices. Please note that you have up to 6 months from completing the application form and send it to our office – after this time your application will be automatically cancelled and the GHs 50 Admission Fee will not be refunded.

All the members of my band contribute to the writing of our songs. Is it possible for us to join as a group, or must we join individually?

In respect of *GHAMRO*, each author within a band needs to apply for individual membership.

Do all members of the band join or just one person?

Everybody who has written lyrics and/or music should join *GHAMRO*.

Can I register as a band name?

You need to register under your own name. However, it would be helpful if you include information about the bands you are part of during the application process.

Who can claim royalties?

A song is traditionally a combination of music and lyrics - people who create these lyrics and/or music are often called 'composer' or 'author'. The creators of the lyrics and/or music can claim royalties.

Someone has released a cover of my song on their album; am I likely to receive a royalty?

If it's a commercial release, mechanical royalties will be due for the use of work. If you are currently unpublished you should consider becoming an author member of *GHAMRO* in order to receive these royalties.

I've just joined a cover band which has been offered a monthly residency at our local bar. Can we earn any money by becoming *GHAMRO* members?

No. Any royalties generated by these performances would be distributed to the original songwriters/publishers of the works being played. Please submit a set list following each gig using the so that royalties are distributed to the authors/publishers.

Does registering my works with *GHAMRO* mean my copyright is protected?

Currently, no official form of copyright registration is available. In the Ghana, all original music is protected by copyright from the time it is recorded/written down in some format, however all new works are to be registered at the Copyright Office. Registering your works with *GHAMRO* enables you to be correctly paid for the broadcast or performance of your songs.

I am already a member of another society, can I join *GHAMRO*?

You can only be part of one collection society for your performance rights in each territory. If you are part of another society and are interested in becoming a *GHAMRO* member instead, you can check out our benefits to see what we offer.

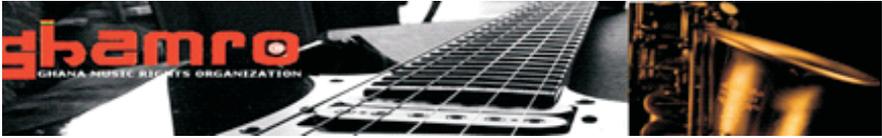
If you wish to switch to *GHAMRO*, please contact your current society first to discuss the matter and arrange for a release date before applying for membership with *GHAMRO*.

A relative who is a *GHAMRO* member has died, what do I do?

We will need to see a sealed office copy of Letters of Administration. Please contact details of the person responsible for administering the estate of the deceased and we will be in touch with full instructions.

What will be my responsibilities as a member of *GHAMRO*?

In order to pay you royalties we need you to set up an account and register your music with us. Also, please notify us when you have a change in personal details, such as your bank account, address and residency.



What is GHAMRO – What do we do

The Ghana Music Rights Organization (GHAMRO) was established under section 49 of the Copyright Law, Act 690 of 2005 and regulated under L.I. 1962 of 2010 to collect and distribute royalties on behalf of authors/composers and other right owners.

Like all other copyright societies, GHAMRO is a non-profit corporate body (limited by guarantee) and therefore all fees collected are distributed among the right owners whose works have been used, in this instance composers, authors and producers, publishers in proportion to the use made of their works.

GHAMRO is duly authorized by written assignments and affiliated to composers' societies all over the world through the execution of reciprocal representation agreements with Societies outside Ghana whose works Ghana protect under treaty and other international treaties. In this way, GHAMRO authorizes all those societies to administer the music of Ghanaian composers and authors in their particular countries. Conversely, GHAMRO administers in the territory of Ghana, not only the music of its Ghanaian members, but also the great store of music in the repertoires of all those other societies – in other words, the music of over 1,000,000 composers, authors and producers in some 150 countries.

In this way GHAMRO renders an invaluable service to the users of music in Ghana. GHAMRO makes the music user's task very simple, for a single and very moderate annual payment, GHAMRO issues a licence authorizing the licensee to use any music in the world-wide repertoire which it represents. Having made that single payment each year, the licensee is secured in the knowledge that GHAMRO holds him covered, and that he can perform in public any music in GHAMRO's list without fear of being sued for infringement of copyright.



How do we collect royalties

- i. RADIO or TELEVISION SERVICE regardless of whether the SERVICE is of a public, private or community nature.
- ii. Banks using music at their working Hall
- iii. Malls, Shops, drinking bars, etc.
- iv. Restaurants
- v. Live Concerts/Performances

GHAMRO issues licences to each of the above users for the use music within its world-wide repertoire. The actual fee payable vary from users to users depending on the extent of musical content.

How do GHAMRO Distribute Royalties

Every licence issued by GHAMRO requires the licensee to submit regular "returns" or list of all the musical works broadcast by the SERVICE (section 21 of L.I 1962). These returns are very essential, for they enable GHAMRO to distribute accurately the royalties which it has collected, to the composers, authors and other rights owners whose works have actually been broadcast.

GHAMRO also recognizes that there are works which performances are not logged due to the nature of use and therefore the Society has provision for supplementary distribution.

Penalties for Infringement

The penalties provided by law for the infringement of copyright include a fine and/or imprisonment not exceeding two years, apart from the civil remedies of damages and cost. At the moment the Law is in the process of being amended to raise the sanctions to serve as a deterrent. It is, therefore, much cheaper to honour and pay for broadcasting rights than to infringe them or try to evade them!

GHAMRO - Championing Music Rights.



Joining GHAMRO as an Author member

Please have the following items to refer to while completing your application:

- Bank account details (including account number and sort code) where royalties should be deposited or Mobile Money
- ID - a photocopy of either your birth certificate or passport
- Reference from existing GHAMRO member

Once we have processed your application, we will inform/email you confirmation and attach a copy of your final application form for your records.

Membership Fees

You need to pay a GHs50 administration fee to join GHAMRO as an author member. After completing the form, you also must sign and send your application form with your proof of ID to us.

We will only examine your application after we have received both of these documents. If you do not meet the criteria for GHAMRO membership, your fee will be refunded. Please note that we can only complete the membership process or make a refund after we have receive your signed application form, proof of ID and a member reference.



Completed Application

If you have recently completed an application form, please do not continue with this application as you will be charged again. Please get in contact if you have any questions regarding your outstanding application.

What to do next?

- Photocopy your ID
- Read our GHAMRO standard terms of assignment - authors, GHAMRO Constitution and Rules, Code of Conduct, Author member terms and condition and our privacy policy. This is the agreement between yourself and *GHAMRO* to sign over your rights and allows us to collect your royalties.
- Remember to complete your application form. Then sign and send to *GHAMRO* (along with a copy of your ID and member reference). Please only send us photocopies of your ID rather than the original documents.
- Reference from existing GHAMRO member



Joining GHAMRO as a Publisher Member

Music publishers can join *GHAMRO* to collect royalties when musical works from their catalogue are performed. If you have at least **10** musical works in your catalogue - and the contracts to prove it - you are eligible to join.

Why should I join *GHAMRO* for Music?

GHAMRO represents the rights of composers, songwriters and music publishers who make up our membership. We help ensure our members are rewarded when their music is played or performed in line with our distribution rules.

You can become a member of *GHAMRO*

GHAMRO collects royalties for members when their music is reproduced. You may want to join *GHAMRO* as a publisher to collect royalties if the music in your catalogue has been:

- Commercially released by a record company (other than a record company you own)
- Recorded in a radio or TV programme
- Recorded in an audio-visual or multimedia production
- Used online



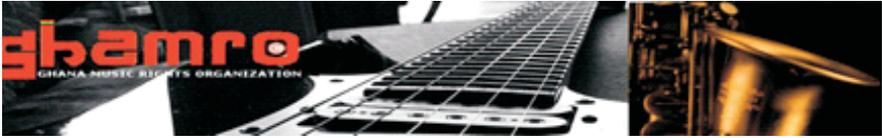
When to join GHAMRO

GHAMRO collects royalties for members when their music is publicly performed. You should join GHAMRO as a publisher to collect royalties if the music in your catalogue is currently:

- Broadcast on radio/TV
- Used online
- Performed live in concert
- Otherwise played in public

You do not need to join GHAMRO

- Perform in a band but do not have any writing credits
- Arrange existing pieces of music still in copyright
- DJ but do not produce your own tracks
- Represent a record label



Membership Benefits

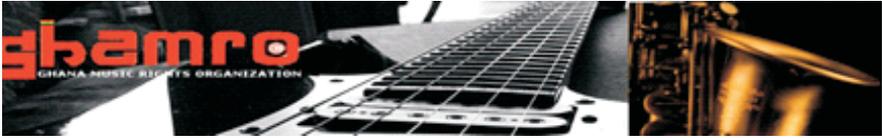
If you are performing your own songs or compositions publicly, you should be being rewarded for these performances and Ghana Music Rights Organization (GHAMRO) can help you make sure that this happens. However, this is not all GHAMRO can do for you.

Royalty collection

- Fast and efficient collection and payment of your Ghana and international royalties
- Regular royalty payments
- Fully detailed and easily understood statements, delivered directly to you
- Accurate radio and television analysis, royalties are attributed to actual performances
- Direct access to broadcaster logs ensures accurate payments for radio and TV usage, to identify other usage
- International network of society agreements enables royalties to be collected for the use of your works in around 100 countries worldwide
- A dedicated team monitors overseas performances and international income to ensure timely, accurate and complete royalty payments
- We are poised to start the licensing new platforms - online, podcasts, ringtones, mobile TV

Communications

- Our regular magazines mailed to all members
- Regular updates by email
- Our work with government/Copyright Office to improve the rights of creators
- Regular member workshops and networking sessions



How it works

GHAMRO licenses and collects royalties when music is played and performed. GHAMRO also licences and collects royalties when music is reproduced.

To make sure that members have a consistent experience, will publish rules governing how we work. These include

- Music registration policy – who should register music and how quickly we will update our records
- Agreements registration policy – how to notify us of publisher changes
- Samples and arrangements - two areas where copyright infringement disputes can occur
- Infringement claims and disputes – how GHAMRO will act when one member claims another member has infringed their copyright
- Disputes and duplicate claims rules – how GHAMRO will act when members disagree about who should receive royalties
- Service standards – our commitment to answering members' queries

Constitution

GHAMRO is membership organizations. You can learn more about our formal constitutions that give us a legal right to licence and collect royalties for our members.