



## Privacy

PPCA respects the privacy of your personal information. We collect and hold information about you to maintain your registration to receive payments under the Direct Artist Distribution Scheme, and for closely related business purposes.

Persons or organisations to which we may disclose personal information about your entitlements under the scheme include:

- the record company or companies that own copyright in your recordings; and
- if you are a member of a band – other members of the band (but only the percentage of the band's entitlement that you have claimed).

We may also disclose public domain information about your recordings on request, including to the Australian Recording Industry Association (ARIA) for the purpose of collating the ARIA charts or locating artists with whom we have lost contact. Otherwise, we will only disclose personal information about you (including your contact details) where we are required or permitted by law to do so (e.g., under the Privacy Act), or with your consent. For more information about how we handle your personal information, or to obtain access to that information, please contact our Privacy Officer on 02 8569 1100. Our detailed Privacy Policy is also available at [www.pcca.com.au](http://www.pcca.com.au).

If you believe any other artist is eligible to register as an artist in relation to this product, please provide contact details (if known).

ARTIST	ADDRESS/TELEPHONE/EMAIL

## NOTES FOR COMPLETION OF THIS FORM – PLEASE READ CAREFULLY

PPCA's distributions must be made annually and PPCA cannot retain funds from one year to the next. Distributions under the scheme are made on the best available airplay sample logs.

In the event that further recordings by an artist are released after the date of lodging the recording details form, a supplementary recording details form should be submitted by the artist with the details; in particular, where eligible members of the band have changed.

*Application forms may be lodged with PPCA at any time, however, for inclusion in the current year's distribution they must be received at PPCA by no later than 15 September (e.g., year ending June 2008 will be distributed by 31 December 2008. Applications must be lodged by 15 September 2008).*

*Please keep us informed of your current address. If we are unable to locate artists for direct payment or a cheque is unrepresented for more than four years, these monies will be paid to the record company owners of the repertoire.*

Distributions will be made annually. These will be made by cheque in Australian currency and will be made payable to and sent to the person or persons specified in the *Artist Details* form. The cheques will be accompanied by a statement specifying relevant details including the period to which the payment relates and the sum payable to the artist.

A further condition of the scheme is that:

(1) members of an act or band performing as a band of equal billing (and entitled to collection of performance fees) will share in the payment in equal shares unless PPCA is advised to the contrary by all members of the band; and

(2) in the case of a featured artist (entitled to collect 100% of any artist or licence royalty payment by a record company) having various supporting musicians, such a featured artist will be the SOLE PARTY entitled to apply to join the direct distribution scheme and will be responsible for payment to their supporting musicians according to the contractual arrangements, if any, existing between them.

*Please note, session musicians, producers and any persons who remix or sequence Australian recordings (e.g., recordings remixed and/or sequenced by DJs) are not eligible to join the Artist Distribution Scheme. If you are a session musician, producer or a DJ and have a contractual agreement with the artists to share in distributable licence fees any resulting contractual and administrative issues are to be resolved between yourselves and the artists.*