

# COPYRIGHT AND LICENSING

## PLEASE READ THIS IMPORTANT INFORMATION BEFORE PLANNING YOUR PERFORMANCE

Under the Copyrights, Designs and Patents Act (1988), it is a legal requirement for schools to comply with copyright law, and ensure they hold the correct licences for performing musicals. As experienced teachers ourselves, we understand that time restraints and lack of advice can sometimes mean this aspect of your production is not dealt with, or that the details and requirements are not fully understood. We therefore try to make the process of licensing your performances as simple as possible.

### General Guidelines

You are free to use any of our material for all classroom teaching purposes and for performances within school to only pupils and staff. However, if our musicals are to be performed to an audience other than pupils and staff from your school (eg. parents or other people from the wider community) then a performance licence must be obtained directly from Edgy Productions.

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### Performance of Musicals

The performance of works involving drama, movement, narrative or spoken dialogue requires a title and date specific licence from the copyright holder/publisher – in this case Edgy Productions. The requirement for a licence is irrespective of admission charges. **Your PRS, PPL, CLA or any equivalent local authority-issued licences do not cover you for such performances.**

A performance licence from us will permit the holder to do the following:

- Perform a musical up to 5 times in one academic year, to a public audience, within your school.\*
- Reproduce song lyrics on paper or for display on interactive whiteboards or similar screens.
- Photocopy the script and score for the cast to learn lines, and musicians to play the songs.

\* **If you are performing outside of your school premises, for example in a local theatre, please contact us as further conditions apply. For more information, visit [www.edgyproductions.com/licences](http://www.edgyproductions.com/licences)**

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### Audio and Video Recordings

If you wish to make an audio or video recording of the performance of any of our musicals, you will need an additional **recording and duplication licence** from Edgy Productions. This will also allow you to make and sell copies of your recordings, to stream live performances and upload recordings to social media platforms such as Facebook and YouTube. We no longer request that you pay a commission to us on the money you raise from the sale of recordings.

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### File Sharing

You are not permitted to share any of our copyrighted material, either in printed form, on disc or in digital file format, with anyone who is not a pupil or teacher within your school or organisation. We will take immediate action should an incident of illegal file-sharing be reported or discovered.

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You can, of course, phone or email us for advice – we are more than happy to discuss all your licensing needs.

# PERFORMANCE LICENCE APPLICATION FORM

For any performance of any part of ‘What Christmas Means To Me’ to an audience other than staff and children (eg. to parents), a valid performance licence from Edgy Productions must be held. Please note, your PRS, MCPS, CCLI or similar local authority-issued licence does not cover you for this. **Unless you purchased an instant performance licence and/or a recording & duplication licence when you bought this production pack, please ensure you complete and return this form at least 28 days before your first performance:**

- by email – [info@edgyproductions.com](mailto:info@edgyproductions.com)
- by post – please check [www.edgyproductions.com](http://www.edgyproductions.com) for address details

**The performance licence will permit the holder to do the following:**

- Perform a musical up to 5 times in one academic year, to a public audience, within your school.\*
- Reproduce song lyrics on paper or for display on interactive whiteboards or similar screens.
- Photocopy the script and score for the cast to learn lines, and musicians to play the songs.

**Contact name:** .....

**Name of school / organisation:** .....

**Address:** .....

..... **Postcode:** .....

**Tel:** ..... **email:** .....

**Number of performances:** ..... **Performances Dates: from** ..... **to** .....

By ticking, select one of the performance licence options below:

**Standard Performance Licence** ☐ **£36.00** (including VAT)  
(no admission charged and no tickets sold)

**or**

**Performance Licence with charges** ☐ **£42.00** (including VAT)  
(admission is charged and/or tickets are sold)

☐ \* Tick if you are performing outside your school premises, for example in a local theatre, as further conditions apply – see [www.edgyproductions.com/licences](http://www.edgyproductions.com/licences)

If you are recording any performance, and/or selling copies of the recording, you will **also** need a recording and duplication licence.

**Recording and Duplication Licence** ☐ **£36.00** (including VAT)

By ticking, select one of the payment options below:

☐ **I enclose a cheque for £..... made payable to Edgy Productions Ltd**

☐ **Please send me an invoice for £.....** (payment terms 30 days)

**Writers rely on payments from public performances for their livelihoods.  
Please ensure they receive their dues.**