

COPYRIGHT AGENCY LIMITED®

Licence for Religious Organisations

Updated March 2009



More information

Copyright Agency Limited
Level 15, 233 Castlereagh Street,
Sydney NSW 2000

Tel: 1800 066 844
Fax: +612 9394 7601

Email: info@copyright.com.au
Website: www.copyright.com.au

CAL's licence for Religious Organisations

CAL recognises the special needs of religious organisations, and has developed a licence that protects congregations from infringing copyright law, while allowing them to copy, within limits, from the copyright materials represented by CAL. However, where a musical work is copied, the CAL licence covers only the copying of the lyrics.

CAL represents many authors and publishers in Australia and has reciprocal agreements with reproduction rights organisations in some other countries. CAL can therefore offer organisations an international range of copyright material.

Licence fees

Individual congregations

To participate in the licence, your congregation must agree to pay CAL an annual licence fee based on the average weekly number of congregation members. The rate payable under the licence is determined by this information.

Group licence

To save on licence fees, a person, church or church administration may take out a group licence on behalf of a number of churches of any denomination. The licence fee is then based on the total congregation members of all the participating religious organisations.

The body that heads the group licence is responsible for administering that licence. It must distribute copies of the CAL licence and general information to all participating congregations.

Licence fees collected by CAL are distributed to the relevant copyright owners, based on records kept for CAL by surveyed licensees.

Licences are available to cover both hardcopy and digital use.

How much can be copied?

A CAL licence entitles your congregation to copy, within limits, from the copyright material represented by CAL. However, where a musical work is copied, the CAL licence covers only the copying of the lyrics.

If you are uncertain whether CAL represents the author or publisher of a published work you want to copy, contact CAL to check if the copyright owner is a member.

If the copyright owner is not a CAL member, you will need to obtain their permission before copying their material.

The CAL licence does not affect any agreement you already have with an author or publisher that may entitle you to more generous copying of particular copyright material. It simply broadens the scope of material from which you are legally allowed to copy.

Copying rights

Under the licence you may copy:

- **one article** in each issue of a periodical, or more than one article if they relate to the same subject;
- **10% or one chapter** of a book;



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- **10% of the pages in a collection** of print (not artistic) works, as long as each work copied:
 - has not been separately published; or
 - whether separately published or not, does not exceed 15 pages in length in that collection of works; and
- **lyrics** only.

These limits must be displayed next to any photocopiers on the licensee's premises.

Copies must be made from an original copy of the material that is owned by the congregation.

The CAL licence allows the licensed congregation to make enough copies for the average weekly number of congregation members. That number is nominated by the congregation in its original agreement with CAL or on its latest licence renewal. This requirement is waived at Easter and Christmas, when you may make extra copies as required, as long as any unused copies are destroyed within seven (7) days.

Copies made under the licence must be for the purpose of common religious worship by the licensed congregation. These copies cannot be sold, lent or exchanged for a donation.

To show that the congregation is entitled to copy under the CAL licence, all copies must be clearly marked as follows:

- the title, author and publisher (where known) of the material;
- the date of copying; and
- a statement as follows: 'Copied under Licence. Unauthorised re-copying prohibited'.

CAL Surveys

A requirement of the licence is your participation, when selected, in a sample survey. This means your organisation is required to keep detailed records of all copying of copyright material for a limited period (approximately 10 weeks). This saves your organisation from having to keep these detailed records all the time.

CAL surveys the copying activities of a representative selection of religious organisations throughout Australia. The licence fees collected by CAL, less operating costs, are distributed to copyright owners on the basis of the information gathered during the survey.

Special copying requirements

A licensed congregation may copy the lyrics of a musical work, but the score, melody line or musical notation of a musical work cannot be copied under the CAL licence.

The congregation may still prepare its own hymn and service books, as long as these are within the copying limits and display the marking requirements mentioned earlier. As with all other copies of copyright material represented by CAL, these books may not be sold or given away in return for a donation.

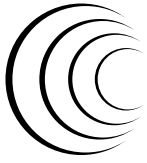
The licence allows copying of copyright material for inclusion in parish newsletters and bulletins, as long as this copying meets the copying limits and marking requirements outlined in this information sheet. Remember the CAL licence allows the distribution of such a bulletin or newsletter to congregation members only. No direct fees may be collected for the distribution of the bulletin or newsletter.

Term of the licence

The licence continues from year to year unless terminated by either party. The licensee or CAL may terminate the licence on the annual renewal date by giving one month's written notice. On termination, any copies made under the licence that are still in the possession of the congregation/s, must be destroyed within 30 days.

Membership of CAL

If you have produced any original published material, you should consider joining CAL. In this way, if copying of your work is recorded during a CAL survey, you may benefit from a share in the licence fees. Membership of CAL is free. For more



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information contact CAL's Member Services department on telephone: +612 9394 7600 or email memberservices@copyright.com.au.

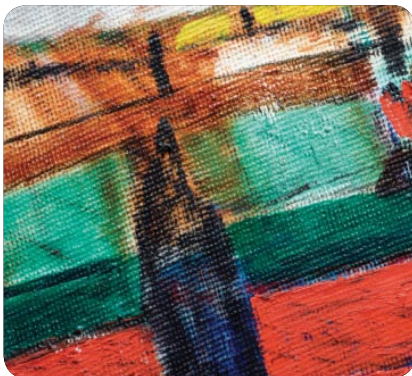
Who is CAL?

Copyright Agency Limited (CAL) is a not-for-profit company set up by Australian authors, journalists, visual artists, photographers and publishers to manage part of their copying and communication rights. CAL is owned by its members, membership is free and members give CAL a non-exclusive licence in respect of their works.

Code of Conduct

CAL is a signatory to the Code of Conduct for Copyright Collecting Societies (the Code). It is designed to ensure that the rights of all members and licensees are clearly stated, and that the operations of collecting societies are transparent and accessible.

The Code includes requirements for the Complaints Handling and Dispute Resolution procedures that collecting societies must follow. The Code and these procedures are available from CAL's website and on request.



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