



How to Make Statutory License Royalty Payments by Wire

Under the copyright statutory licenses, cable systems, satellite carriers, and digital audio recording technology (DART) manufacturers and importers must pay royalty fees using electronic funds transfer (EFT).¹ The EFT process benefits both the remitter and the Copyright Office as the agency responsible for collecting and distributing royalty fees. EFTs can be transmitted either as Automated Clearing House (ACH) credits or as Fedwire ("wire") transactions, depending on how a transfer is arranged through a financial institution. Alternatively, they can be transmitted as ACH debits using the U.S. Treasury Department's web-based remittance system, *Pay.gov*. This circular contains instructions on how to originate a wire transfer through a financial institution.

For other options, see Circular 74B, How to Make Statutory License Royalty Payments by ACH Credit, or Circular 74C, How to Make Statutory License Royalty Payments Using Pay.gov.

Procedure to Pay by Wire

- Contact your financial institution to determine if it can transfer funds by the Fedwire Deposit System.
- Settlement of the wire must occur by the appropriate filing deadline. Settlement generally occurs on the same banking day the wire is transmitted.
 Check with your financial institution on timing to avoid interest payments.
- Provide the bank with the specific instructions below so that a funds transfer deposit message can be transmitted to the Treasury Department:

Receiver ABA number: 021030004
Receiver name: TREAS NYC
Beneficiary account: 00007985

Beneficiary name: Register of Copyrights

Beneficiary info: See "Payment Related Instructions"

Payment-Related Instructions

The accounting period; the number of statements of account; the type of royalty payment (cable, satellite, or DART); and the legal name of the owner of the cable system (and first community and state served from one statement of account), the satellite carrier, or the DART manufacturer or importer covered by the electronic transfer must be provided here.

Example: APC-952/NSA-00001/TOF-Cable/LNR-ABC CABLE CO (ALBANY NY)/

A description of subfields and their order for paymentrelated information follows.

Subfield Description

A three-digit subfield indicating the accounting period covered by the electronic transfer. The second accounting period for 2010 is indicated by "102." If the payment covers multiple accounting periods use "MAP" as the subfield and indicate on the cover letter the accounting period for each statement.

NSA- A five-digit subfield with leading zeros representing the number of statements of account the transfer covers, "00001" for 1 statement and "00095" for 95 statements.

TOF- Indicates the type of royalty fee payment (cable, satellite, or DART).

The last subfield is for the legal name of the owner of the cable system or satellite carrier or the DART manufacturer or importer covered by the electronic transfer payment and one community served if a cable system.

NOTE: All subfields in the payment-related information area must end with a "/". The remitter should inform the financial institution that transmits the ACH to ensure that all information is provided in the prescribed format. Failure to provide the information in the prescribed format may cause a delay of the transfer.

Procedure to File the Statement of Account

- The royalty fee must be remitted by electronic payment, and the related statement(s) of account must be filed by the appropriate deadline.
- A remittance advice form must accompany statements of account. Complete Form RA-1 if you are filing a cable or satellite statement of account; complete Form RA-2 if you are filing a DART statement. Send the completed form by email or fax to the Licensing Division indicating:
 - 1 The remitter's name and address
 - 2 The name of a contact person, a telephone number and extension, and an email address

- 3 The actual or anticipated date that the EFT will be transmitted
- 4 The type of royalty payment (cable, satellite, or DART)
- 5 The total amount to be submitted by an EFT
- 6 The total amount to be paid by year and period
- 7 The number of statements of account the EFT covers
- 8 ID number(s) assigned by the Licensing Division
- 9 The legal name of the owner for each statement of account
- 10 Identification of the first community served (city and state) (for cable systems only)

Note

1. See the *Federal Register*, August 10, 2006 (71 FR 45739), available at www.copyright.gov/fedreg/2006/71fr45739.html.

For Further Information

For more information about royalty payments by electronic transfer, contact a Licensing Division financial specialist on weekdays (except for federal holidays) between 8:30 AM and 5:00 PM, eastern time, at

Library of Congress Copyright Office Licensing Division 101 Independence Avenue SE Washington, DC 20557-6400 PHONE: (202) 707-8150 FAX: (202) 707-0905

EMAIL: licfiscal@loc.gov WEB: www.copyright.gov

IMPORTANT

- Statements of account and electronic funds transfers received after the filing deadline are subject to an interest assessment.
- Failure to follow these instructions may result in return of the royalty fees to the remitter's account.
- The Library of Congress, U.S. Copyright Office, Licensing
 Division is an agency of the United States government and
 is exempt from backup withholding (taxpayer identification number: 53-6002532).

-	Electionic Funds Hansiel Remittance Advice					
	for DART					

Complete and email this form Use additional sheets as nece	n to <i>licfiscal@loc.gov</i> or fax to (202) ssary.	707-0905 and attach a copy to th	e Statement(s) of Account.	
Remitter's (company) name				
Contact person				
Telephone number		Email		
Date of EFT (actual or anticip	pated)	Type of EFT ☐ FedWire	□ ACH	
Total amount of EFT				
Legal name (See space B of S	tatement of Account)			
YEAR	PERIOD	ID NUMBER	AMOUNT	
TOTAL			\$0.00	

Privacy Act Notice: Chapter 10 of title 17, United States Code, authorizes the Copyright Office to collect the personally identifying information (PII) requested on this form in order to process your payment. PII is any personal information that can be used to identify or contact an individual, such as names, addresses, and telephone numbers. The Copyright Office collects this PII in order to identity the entities making the royalty fee payments. By providing your PII, you are agreeing to this routine use of it. The effects of not providing the PII requested are that it may delay processing of your statement of account and it may affect the legal sufficiency of the filing, a determination that would be made by a court of law.

UNITED STATES COPYRIGHT OFFICE



Electronic Funds Transfer Remittance Advice for Cable/Satellite

Complete and email this form to licfiscal@loc.gov or fax to (202) 707-0905 and attach a copy to the Statement(s) of Account. Use additional sheets as necessary. Remitter's (company) name _____ Contact person ___ Telephone number _____ Email ____ Date of EFT (actual or anticipated) ______ Type of EFT \Box FedWire \Box ACH Type of royalty payment □ Cable □ Satellite Total amount of EFT \$ _____ Legal name (See space B of Statement of Account)

	PERIOD		FOR CABLE ONLY	
YEAR		ID NUMBER	FIRST COMMUNITY SERVED (CITY & STATE)	AMOUNT
OTAL				\$0.00

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