

# IBS Rightsmaster

## Rights Reporting

Release 1.0

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# 1. Preface

## 1.1 Who should Use this Guide

Rights Reporting User Guide lists and describes the contents of available reports in the Rightsmaster System. It is intended for users who have some working knowledge of the following:

- An understanding of the business use for Rights Management. You should familiarise yourself with Rightsmaster business processes before using this guide.
- Rightsmaster User Interface. If you are not familiar with Rightsmaster User Interface then please refer to *Rightsmaster Navigation Guide*.
- Principles and business practices of your business.

## 2. Rights Reporting

Rights Reporting module allows you to run any of the available Rightsmaster reports. These reports can be exported as excel files or printed in the traditional way.

The following reports are currently available:

- Royalty Earnings Report – is a statement of earnings for the contributor or the relevant creditor for royalties and subsidiary rights earnings after costs, unearned advances, and reserves for returns etc.
- Receivables Report – is a report of all the collectable amounts that is due from customers with subsidiary rights for a given collection period.

The Rights Reporting module may be accessed either via clicking on the Rights Reporting tile on the Rightsmaster introduction screen or by invoking the auto hide menu and clicking the Rights Reporting menu item. Rights Reporting home page will be displayed as a new tab.

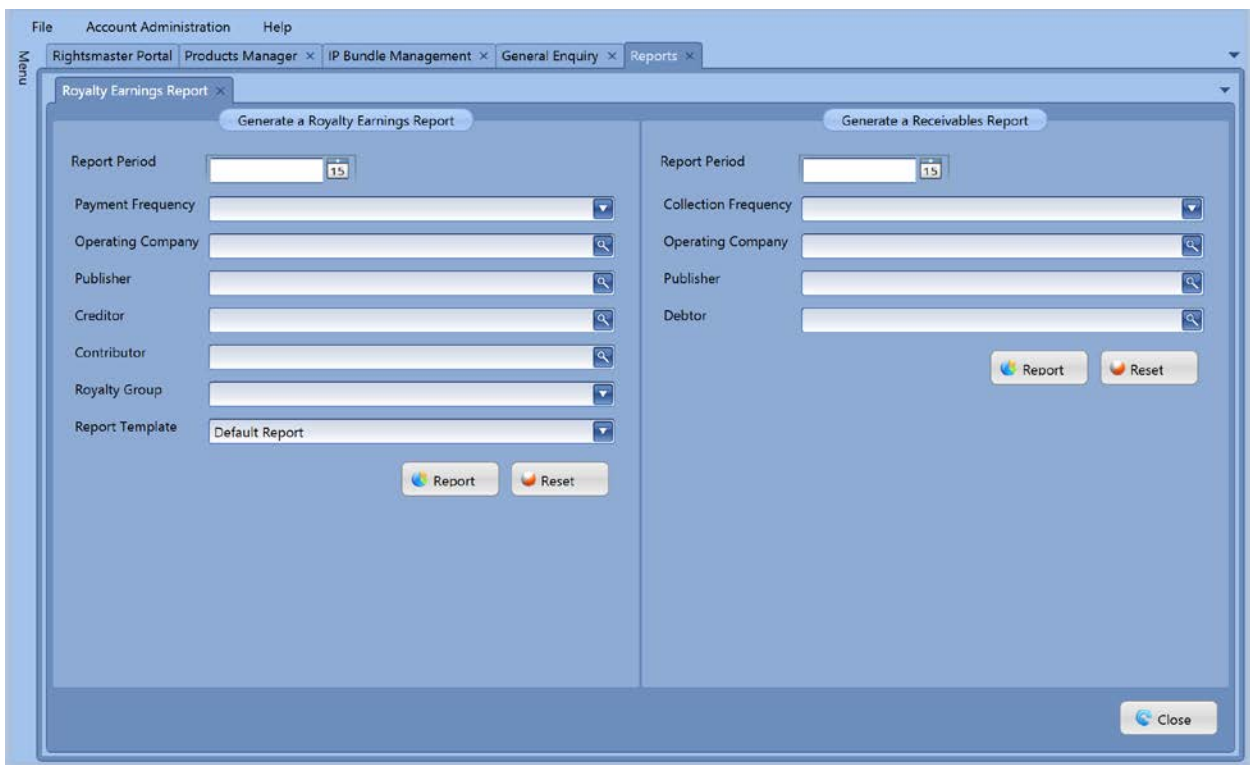


Figure 1

### 2.1 Royalty Earnings Report

Royalty Earnings Report generated by payment period details all the royalty and subsidiary rights earnings by contract number less all contract costs, unearned advances, milestone payments and reserves etc. for the contributor and the creditor. The report can be run for a select list or for all contracts that are due for payment for the specified period.

To generate a new earnings report enter the report period and any other selection criteria as required and click **Report**. If you wish to clear the selected criteria click **Reset**.

#### Selection Fields

- **Report Period**  
Report period is the period you want to generate the report for payment. If the report period is 30th of June it will pick up all contracts with monthly, quarterly and half yearly payment frequencies unless the payment frequency is specified.
- **Payment Frequency**  
Payment frequency represents how often the royalty payments should be paid to the creditor. If payment frequency is entered then the contracts with the specified payment frequency for the reporting period will be reported on.
- **Operating Company**  
The report can be run at the operating company level.
- **Publisher**  
To generate the earnings report for all contracts that are due for payment for a specific publisher, specify the publisher.
- **Creditor**  
If you wish to report on payments due to a specific creditor then you can nominate that creditor.
- **Contributor**  
If you wish to report on payments due for specific contributions then you can nominate that contributor. The report will pick up all the creditors for that contributor.
- **Royalty Group**  
Contributors can belong to different royalty groups. The earnings report can be run for specific royalty groups.
- **Report Template**  
A template for the report can be defined and stored.

**Sample report**

**Detailed Earnings by Payment Period**

<b>Operating Company:</b>	IBS Australia Pty - Ltd	<b>Creditor Name:</b>	Royalty Author 2
<b>Address:</b>	Level 3, 36 Waterloo Road, DARWIN, NT, 0800	<b>Creditor Account:</b>	C0008
<b>Period Ending:</b>	2013-06-30	<b>Creditor Address:</b>	
<b>Report Date:</b>	2013-09-20		
<b>Contributor: Royalty Author 2</b>			

Contract Number	Contributor Share	Creditor Share	Contract Date	Contract Currency
0000001294	20%	100%	2013-04-01	AUD

Product ID	Product Desc
123	Noras dreams

Clause Name	Unit	RRP	Total Net	Royalty%	Unit Royalty Amt	Fixed Royalty Amt	Product Share	Amount
DIG	110	12.50	125.00	8%			100%	22.00
DIG	130		375.00	7%			100%	5.25
DIG	4870		55930.77	7%			100%	783.03
DIG	630	12.00	7269.23	8%			100%	120.96
<b>Total Royalties</b>								931.24
<b>Total Reserves Taken</b>								0.00
<b>Total Reserves Returned</b>								0.00
<b>Total Contract Cost</b>								0.00
<b>Total Royalty Deducted for other contracts</b>								
<b>Total Royalty from other contracts</b>								
<b>Unearned advances brought forward</b>								0.00
<b>Total Royalty Earnings (Carried Forward if negative)</b>								0.00
<b>Total Subrights Milestone Payments</b>								0.00
<b>Total Commission Charged</b>								
<b>Total Other Income</b>								

Total Milestone Payments	0.00
Total Royalty Earnings (Carried Forward if negative)	931.24
Total Subrights & Other Income	609.18
Amount Brought Forward from Last Period	0.00
<b>Contract Total</b>	1540.42
Total Milestone Payments	0.00
Total Royalty Earnings (Carried Forward if Negative)	931.24
Total Subrights & Other Income	609.18
Amount Brought Forward from Last Period	0.00
<b>Contributor Total</b>	1540.42
Total Milestone Payments	0.00
Total Royalty Earnings (Carried Forward if Negative)	931.24
Total Subrights & Other Income	609.18
Amount Brought Forward from Last Period	0.00
Tax	0.00
Tax Withheld	0.00
<b>Total Payment</b>	1540.42

**Report fields**

- **Contract Number**  
The payment contract number that is used for the calculations on the earnings report.
- **Contributor Share**  
This is the contributor’s share of the royalty. If there is only one contributor in a contract then this contributor’s share will be 100%.
- **Creditor Share**  
This is the share of the contributor royalty that the creditor will be paid. If a contributor’s share is 80% of the royalty then the creditors share is a percentage of this 80% (as nominated on the contract). The total share of all the creditors for a contributor must be 100%.
- **Contract Date**  
Contract date is the date when the contract is effective from. Transactions prior to this date will not be included in royalty calculations.
- **Total Royalties**  
Total of all royalties from the payment contract and any collections contracts.
- **Total Reserves Taken**  
Reserve amount that has been taken as a provision for future returns. The amount of reserve is nominated on the contract.
- **Total Reserves Returned**  
Reserve that is being reversed or returned to the contributor as per the reversal period in the contract.
- **Total Contract Cost**  
Other costs associated with the contract that has to be offset against royalty earnings before payment.
- **Total Royalty Deducted for other contracts**  
Contracts within the same royalty group can be offset against each other. This amount represents an amount that has to be deducted for another contract.
- **Total Royalty from other contracts**  
This is royalty income from other contracts that can be included in the current payment.

- **Unearned Advances brought forward**  
Advance balance brought forward from previous payment period. This would include any advances that were paid but was not earned in the previous period.
- **Total Subrights Milestone Payments**  
Total of all the milestone payments from all the subsidiary rights.
- **Total Commission Charged**  
This is the commission charged by the third party for subsidiary rights exploitation; this amount will be derived from all the collection contracts for the primary payment contract.
- **Total Other Income**  
Includes any other earnings from this contract; could be licence fee if it is applicable.

### **Contract Totals**

- **Total Milestone Payments**  
Total milestone payment amount for the contract.
- **Total Royalty Earnings**  
Total royalty earnings for the contract
- **Total Subrights & Other Income**  
Total of all the subsidiary rights income for the contract, including any CAL payments.
- **Amount Brought Forward from Last Period**  
If the amount to be paid in the previous period was less than the minimum to be paid or was negative then it can be carried forward to the current period.

### **Contributor Totals**

- **Total Milestone Payments**  
Total of all the milestone payments for this contributor.
- **Total Royalty Earnings (Carried Forward if negative)**  
Total of all the royalty earnings for this contributor. If this amount is negative then it will be carried forward.
- **Total Subrights & Other Income**  
Total of all subsidiary rights and other income for all the contracts for the contributor,
- **Amount Brought Forward form Last Period**  
Total amount brought forward for all the contracts for the contributor,

### **Creditor Totals**

- **Total Milestone Payments**  
Total milestone payments for the creditor.
- **Total Royalty Earnings (Carried Forward if negative)**  
Total royalty earnings for the creditor.
- **Total Subrights & Other Income**  
Total subsidiary rights & other income for the creditor.

- **Amount Brought Forward from Last Period**  
Total amount brought forward for the creditor,

## 2.2 Receivables Report

Receivables Report is generated by collection period. It will details all the amounts to be paid by collections contract for the selected publisher.

To generate a new receivables report enter the report period and any other selection criteria as required and click **Report**. If you wish to clear the selected criteria click **Reset**.

### Selection Fields

- **Report Period**  
Report period is the period you want to generate the receivables for. If the report period is 30th of June it will pick up all collections contracts with monthly, quarterly and half yearly collection frequencies unless a collection frequency is selected.
- **Collection Frequency**  
Specify the collection frequency you which to generate the report for. Leave blank to report on all collections for the reporting period.
- **Operating Company**  
The receivables report can be run at the operating company level.
- **Publisher**  
To generate the receivables report for all collections contracts that are due for payment for a specific publisher, specify the publisher.
- **Debtor**  
If you wish to report on amounts due for a specific debtor then you can nominate that debtor.

### Sample report

**Detailed Receivables by Collection Period (By Debtor)**

Licensor Name	IBS Australia Pty - Ltd		Debtor Name	Raja Arul
Address	Level 3, 36 Waterloo Road, DARWIN, NT, 0800		Debtor Account	RAJA
Period Ending	2013-06-30		Debtor Address	Level 3-1, 12 Waterloo Rd., BARTON, ACT, 2600
Report Date	2013-09-20			

<b>Receivables Report for Raja Arul</b>		
<b>Contract Number</b>	<b>Contract Date</b>	<b>Contract Currency</b>
0000001328	2013-01-01	AUD

Total Subrights Milestone Payable	0.00						
<b>Subrights Type</b>							
Movie							
<b>Product ID</b>	<b>Product Desc</b>						
124	Nora the movie						
<b>Clause Name</b>	<b>Unit</b>	<b>RRP</b>	<b>Royalty %</b>	<b>Unit Royalty</b>	<b>Product Share</b>	<b>Net Total</b>	<b>Amt</b>
SR	880	12.50	8%		100%	990.00	880.00

Total Commission Charged	0.00
Total Subrights Income	880.00
Amount Brought Forward From Last Period	0.00
Amount Carried Forward To Next Period	0.00
<b>Total Payable by Contract</b>	<b>880.00</b>
Total Subrights Income	880.00
Total Milestone Income	0.00
Amount Brought Forward From Last Period	0.00
<b>Total Payable by Debtor</b>	<b>880.00</b>

### Display Fields

- **Licensor Name**  
Licensor is the operating company for the primary rights holder.
- **Debtor Name**  
Customer or the third party with the subsidiary right who is being invoiced for the collectable amount.
- **Period Ending**  
This is the period you wish to calculate the receivables for.
- **Report Date**  
Report date is the date when the report was run.
- **Contract Number**  
The collection contract number that is used for the calculations on the receivables report.
- **Contract Date**  
Contract date is the date when the collection contract is effective from. Transactions prior to this date will not be included in royalty calculations.
- **Total Subrights Milestone Payable**  
The total milestone payment amount for the subsidiary right.
- **Total Commission Charged**  
This is the total commission amount charged by the agent.
- **Total Subrights Income**  
Total earnings from the subsidiary rights.
- **Total Milestone Income**  
Any other milestone income for the contract.
- **Amount Brought Forward from Last Period**  
A negative balance or an unpaid amount from last report period for the contract can be brought forward.
- **Amount Carried Forward to Next Period**  
If the amount payable is negative or too small an amount then it can be carried forward to the next period. If there is an amount to be carried forward then the total payable for this contract would be zero.
- **Total Payable by Contract**  
This is the total collectable amount (that is earnings less all the deductions) for the contract for the selected report period.
- **Total Subrights Income**  
This is the total subsidiary rights income due from the debtor.
- **Total Milestone Income**  
This is the total milestone paid by the debtor.
- **Amount Brought Forward from Last Period**  
Total amount brought forward for the debtor. This could be a negative balance from the previous period.
- **Total Payable by Debtor**  
Total amount this is due for the selected period for the debtor.