

# 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).<sup>1</sup> 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:

<i>Receiver ABA number:</i>	021030004
<i>Receiver name:</i>	TREAS NYC
<i>Beneficiary account:</i>	00007985
<i>Beneficiary name:</i>	Register of Copyrights
<i>Beneficiary info:</i>	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 payment-related information follows.

### **Subfield Description**

- APC-** 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).
- LNR-** 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](http://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](mailto:licfiscal@loc.gov)  
WEB: [www.copyright.gov](http://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).



