


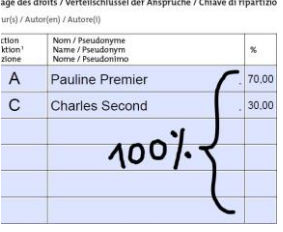








Work registration – «How to» guide

 <p>1. Go to www.ssa.ch, under «Documents» to download the registration form and fill in the fields.</p>	 <p>2. Indicate the timing of the music if you have ticked a box under point 8 ATTENTION: please check that this remains after printing!</p>												
 <p>3. If you ticked the box "original music", you must include a composer under point 12, page 3 (except in the case of additional music).</p>	 <p>4. The column "%" under point 12, page 3, must add up to 100%</p> <table border="1" data-bbox="1286 378 1567 578"> <thead> <tr> <th>Titon / Titone / Autore(n) / Autore(i)</th> <th>Nom / Pseudonyme / Name / Pseudonym / Nome / Pseudonimo</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Pauline Premier</td> <td>70.00</td> </tr> <tr> <td>C</td> <td>Charles Second</td> <td>30.00</td> </tr> <tr> <td colspan="2"></td> <td>100%</td> </tr> </tbody> </table>	Titon / Titone / Autore(n) / Autore(i)	Nom / Pseudonyme / Name / Pseudonym / Nome / Pseudonimo	%	A	Pauline Premier	70.00	C	Charles Second	30.00			100%
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		100%											
 <p>5. All co-authors must sign on pages 3 and 4.</p>	 <p>6. Tip: have us proofread your declarations by email, to avoid round trips by post. 😊</p>												
 <p>7. The SSA must be in possession of the work registration form at least two weeks prior to the premiere.</p>	 <p>8. The registration form must be sent by post. The SSA needs original signatures.</p>												
 <p>9. Please mention in your performance contract that the SSA will collect your rights: https://ssa.ch/en/documents/guidelines-for-authors/ -> "Performing rights in Switzerland and abroad"</p>	 <p>10. Any questions ? Please feel free to call us.</p>												