

COPYGHANA PUBLIC SECTOR LICENCE

Rate Card

Annual Public Sector Licence Fees

The annual CopyGhana Public Sector Licence fee is based on the number of employees and other covered personnel within the licensed institution.

Number of Employees / Covered Personnel	Annual Licence Fee (Excl. VAT)
1–10	GH¢1,000
11–20	GH¢1,500
21–50	GH¢2,500
51–70	GH¢3,500
71–200	GH¢5,000
201–500	GH¢10,000
501+	GH¢15,000

How the Licence Fee Is Calculated

The applicable annual licence fee is determined by the number of employees and other covered personnel within the licensed institution.

For the purposes of calculating the licence fee, the employee count may include:

- permanent employees;
- temporary and part-time employees;
- contracted workers; and

- consultants or other professional personnel engaged by the institution.

The calculation may include personnel performing management, professional, technical, associate professional and other specialised functions where such personnel may use copyright-protected materials in the course of their duties.

The applicable rate is determined by the employee band into which the institution falls at the beginning of the relevant licence period.

Examples

8 covered personnel

1–10 band • **GH¢1,000** per year, excl. VAT

A public-sector institution with 8 covered personnel falls within the 1–10 band and pays an annual licence fee of GH¢1,000, excluding VAT.

35 covered personnel

21–50 band • **GH¢2,500** per year, excl. VAT

A public-sector institution with 35 covered personnel falls within the 21–50 band and pays an annual licence fee of GH¢2,500, excluding VAT.

150 covered personnel

71–200 band • **GH¢5,000** per year, excl. VAT

A public-sector institution with 150 covered personnel falls within the 71–200 band and pays an annual licence fee of GH¢5,000, excluding VAT.

650 covered personnel

501+ band • **GH¢15,000** per year, excl. VAT

A public-sector institution with 650 covered personnel falls within the 501+ band and pays an annual licence fee of GH¢15,000, excluding VAT.

VAT

The licence fees stated above are exclusive of VAT. Applicable VAT and any other statutory charges shall be added in accordance with Ghanaian law.

Multiple Offices, Departments and Public Institutions

Where multiple offices, departments or regional branches operate as part of the same public institution or legal entity, CopyGhana may include them within the same licensing arrangement, subject to the terms of the applicable licence.

Separate public institutions, agencies, authorities or other legally distinct entities are not automatically covered by the licence and may require separate licensing arrangements.

Changes in Employee Numbers

The applicable licence fee is determined based on the institution's employee and covered-personnel count for the relevant licence period.

Where there is a significant change in the institution's employee numbers during the licence period, the institution should notify CopyGhana. The applicable fee will be reviewed in accordance with CopyGhana's licensing policy.

Renewal

Public Sector Licences are normally issued for a period of one year.

The licence fee applicable to a renewed licence will be based on the rates in force for the new licence period.

CopyGhana reserves the right to review and revise its licence fees for subsequent licensing periods.

IMPORTANT

These rates should be read together with the CopyGhana Public Sector Licence Information Pack, which sets out further information about the licence, its scope and the applicable terms and conditions.

The Public Sector Licence fee provides for the specified uses of copyright-protected materials covered by the licence. It does not constitute unrestricted permission to reproduce or distribute copyrighted works.

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