



Public Performance Malaysia (PPM) Berhad

Membership Guidelines

As of 31st October 2023

1. Background & Eligibility of Public Performance Malaysia (PPM) Berhad (“PPM”) Membership Application

This document provides a concise overview and is not exhaustive. If the information that you are looking for is not covered in this guide, please contact PPM for more information. In the event of any discrepancies between this guide and PPM’s Membership Policies & Rules, the latter will take precedence. This guide may be reviewed and updated from time to time, at PPM’s discretion.

PPM Membership is open to all recording companies incorporated in Malaysia which fulfils the following requirements:

- 1.1 Must own or an Exclusive Licensee of at least one (1) commercially released sound, music video or karaoke recording (collectively referred to as “Music Recording”) and have at least 1 of the 4 rights in Malaysia (Public Performance, Communication to the Public, Reproduction & Commercial Rental)

All applications are subject to PPM’s Board of Director’s approval. Upon approval, the Member’s Mandate & Membership Agreement must be signed and returned to PPM.

2. Membership Application Form

PPM’s Membership Application Form can be accessed online via mrd.ppm.my. An online application form will be sent to the registered email upon verification. Please fill in all the necessary details and attach all the required documents (as stated below) to complete the registration.

3. Required Documents

Required documents according to the applicant’s company type are outlined below:

Document Checklist	Type of Company			
	Sole Proprietor	Partnership	Sdn Bhd	Berhad
Certificate of Incorporation	✓	✓	✓	✓
SSM’s latest business owner details	✓	✓	✓	✓
Form 24			✓	
Form 49			✓	✓
Form 8				✓
Proof of commercially released music recording played in public or broadcasted	✓	✓	✓	✓

4. Terminate & Transfer of Membership

Any existing member of PPM that wishes to terminate its current membership and transfer its right to a New Company is required:

- 4.1 To send the Terminate and Transfer Letter duly signed by the new and old Company's Authorized Signatories complete with company stamps of both companies.
- 4.2 To apply for a new membership for the New Company.

5. Overlapping Membership

- 5.1 Members of another Collective Management Organization ("CMO"), licensing body, agency and/or entity operating in Malaysia performing similar or overlapping functions as PPM and/or has the same objective or purpose as PPM shall not be accepted as a PPM Member
- 5.2 If accepted, a Member agrees not to join another Collective Management Organization ("CMO"), licensing body, agency and/or entity operating in Malaysia performing similar or overlapping functions as PPM and/or has the same objective or purpose as PPM during the term of Member's Membership with PPM

6. Eligibility & Entitlement of Members

New applicants will become eligible members after signing the Member's Mandate & Membership Agreement. Duly executed Member's Mandate & Membership Agreement is required to be produced to PPM on or before 31 December of the same year in order to be eligible to receive the royalty of that year.

Eligibility & Entitlement	Eligible Member
Royalties Distribution	Yes
Attend AGM	Yes
Voting in AGM	Yes, Members who receive royalties of any amount are eligible to vote

7. Territory

The administration of rights by PPM of its members is the whole territory of Malaysia and its territorial waters unless informed otherwise by PPM.

8. Payment to personal or another bank account

Members are allowed to transfer their royalties to a personal or another bank account with valid reasons and must provide PPM with the following documents:

- 8.1 A new duly signed and completed original hard copy Authorization Form with the new bank details
- 8.2 A Directors' Circular Resolution ("DCR") signed by all the Directors with valid reasons. (If the company is dissolved, the date of the DCR shall be before dissolution) **and;**
- 8.3 A Letter of Consent signed by all the Shareholders **or;**
- 8.4 Court Order, only if one cannot get signatures of all Directors & Shareholders for the DCR & Letter of Consent, as stated above
- 8.5 A Letter of Authorization (for Sole Proprietor only)

9. Successor Members

Any successor of a Member is required to notify PPM by providing the following document:

- 9.1 Last Will and Testament and/or
- 9.2 Letter of Administration from the Court. The document shall list who is the administrator of the property.

10. Termination of Membership

- 10.1 Any Member may, by giving no less than six months' written notice to PPM, terminate its Membership. The Membership shall cease at the end of the six (6) months' notice; based on the effective date or date of the letter (where applicable)
- 10.2 PPM reserves the right to terminate the membership by giving 21 days' notice in writing to the Member if the Member has breached PPM's [Constitution](#), or the Member's Mandate and Membership Agreement's relating to the conduct expected of Members, any other agreements entered with PPM and/or at PPM's Board's discretion.

11. Reinstate Membership

A member who is already terminated and wishes to re-join PPM need to apply for a brand-new membership. The joining date for the re-joining Member shall be the same date as the new duly signed Member's Mandate & Membership Agreement received by PPM.

12. Constitution and Member's Mandate & Membership Agreement

All members must comply with the provisions PPM's Constitution and Member's Mandate & Membership Agreement.