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In-House Productions

How to apply for a licence

Step 1. Log in to the licensing portal

Go to https://license.bumastemra.nl.

- Already have a MijnBumaStemra account? Log in first.
- Don't have an account yet? Click Register here to create one.

When registering, you will need to provide the following information:

- Email address
- Password
- First Name
- Last Name
- Preferred Language

After logging in, click Licensing Portal in the menu on the left.

Step 2. Register your details

The first time you use the licensing portal, you will need to enter your personal details. You only need to do this once.

Then click Complete registration.

You can now start a new licence application.

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Step 3. Start a new application

Click Apply for a licence on the right.

Already have a relation number? Enter it here.
Don't have a customer number yet? Select Request relation number.

Then enter the applicant's details.

Please note: You cannot submit your application without a valid relation number.

Step 4. Complete your application

Follow the steps in the application and provide the requested information.

You will go through the following sections:

1. Applicant
2. Manufacturer
3. Production details
4. Carriers & Works
5. Review & Submit

Step 5. Review and submit

Check all the information you have entered.

- Already have a relation number? You can submit your application straight away.
- Don't have a relation number yet? Request one first. Once you receive it by email, you can enter it and submit your application.

For BumaStemra members
Are you releasing your own works through an In-House Production? Make sure to register these works with BumaStemra beforehand. This allows you to easily add them to your application and ensures that the copyright royalties are processed correctly and automatically.

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Step 6. After submitting your application

Once we receive your application, we will process it. This takes an average of 10 working days.

There are three possible outcomes:

1 - Copyright royalties are payable

- You will receive an itemised invoice.
- Once payment has been made, you will receive a Proof of Licence.
- The manufacturer will also receive a copy.

2 - No copyright royalties are payable

3 - You will receive an NS/DP declaration.

NS (Non Société)
You must obtain permission directly from the rights holders of the works used before the manufacturer can produce the physical recordings.

DP (Domaine Public)
If only public domain works are used and no copyright-protected arrangements are included, no copyright royalties are payable.

Questions?

Do you have any questions about submitting an application? Contact us at pieb@bumastemra.nl or call +31 (0)23 799 78 99. We're happy to help!