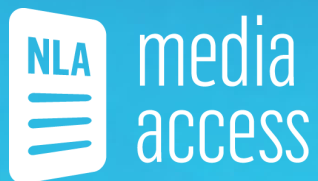




NLA

Education Establishment Licence  
Price List and Guidance 2023/24



# Basic Licence

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2023

The Basic Licence is the starting point for any educational establishment wishing to copy newspaper material, and content from any NLA represented title for delivery to students.

The Basic Licence allows copying from UK national newspapers, plus five other titles. These copies can be shared with students in the course of their academic study.

The Basic Licence covers the licensee to:

- Print articles
- Photocopy articles (for study packs for instance)
- Scan and upload to an internal and secure intranet or VLE
- Email copies of articles to students and staff
- Copy for occasional commercial purposes, including staff sharing copies on an ad hoc basis

A list of newspaper, and all other NLA represented titles which you can select from can be found [here](#).

To determine your institution's Basic Licence fee, please select your institution's headcount and/or turnover from the first two rows of the fee table. Then choose the number of additional titles from the first column. Finally, read across to find the fee payable which is the lowest of headcount or turnover.

The re-use of foreign titles for educational purposes is covered under the Basic Licence terms, and subject to an additional fee. Contact the Customer Success Team to find out more.

## Case Study

Sample College has 550 staff and students and a turnover of between £5-£10 million.

Turnover produces the lowest Basic fee of £804 per year

If 10 regional newspapers, or other titles are needed in addition, the Basic fee is £833 per year

| TOTAL STAFF & STUDENTS    | 1 - 5  | 6 - 25        | 26 - 50     | 51 - 100  | 101 - 500  | 501 - 1,000 | 1,001 - 5,000 | 5,001 - 10,000 | 10,001 - 25,000 | 25,001 - 50,000 | 50,001 - 75,000 | 75,001 - 125,000 | 125,001 - 200,000 | 200,001 + |
|---------------------------|--------|---------------|-------------|-----------|------------|-------------|---------------|----------------|-----------------|-----------------|-----------------|------------------|-------------------|-----------|
| TURNOVER                  | < 250k | £250k - £500K | £500k - £2m | £2m - £5m | £5m - £10m | £10m - £25m | £25m - £50m   | £50m - £100m   | £100m - £250m   | £250m - £500m   | £500m - £1bn    | £1bn - £1.5bn    | £1.5bn - £2bn     | £2bn +    |
| Basic Licence Fee         | £241   | £357          | £433        | £607      | £804       | £1,333      | £1,989        | £2,694         | £3,934          | £5,231          | £6,644          | £7,969           | £9,408            | £10,878   |
| Basic +10 titles          | £253   | £371          | £448        | £633      | £833       | £1,384      | £2,067        | £2,805         | £4,088          | £5,444          | £6,914          | £8,285           | £9,781            | £11,320   |
| Basic +20 titles          | £273   | £406          | £490        | £694      | £916       | £1,522      | £2,276        | £3,081         | £4,499          | £5,982          | £7,598          | £9,110           | £10,755           | £12,441   |
| Basic +30 titles          | £309   | £460          | £558        | £786      | £1,040     | £1,728      | £2,585        | £3,509         | £5,115          | £6,809          | £8,651          | £10,368          | £12,237           | £14,159   |
| Basic +50 titles          | £383   | £563          | £689        | £966      | £1,284     | £2,135      | £3,191        | £4,328         | £6,312          | £8,402          | £10,673         | £12,789          | £15,099           | £17,474   |
| Basic +100 titles         | £476   | £700          | £860        | £1,207    | £1,601     | £2,673      | £3,991        | £5,417         | £7,907          | £10,519         | £13,363         | £16,012          | £18,905           | £21,877   |
| Basic +150 titles         | £601   | £886          | £1,086      | £1,526    | £2,020     | £3,380      | £5,045        | £6,850         | £9,994          | £13,305         | £16,896         | £20,252          | £23,907           | £27,667   |
| Basic +200 titles         | £665   | £980          | £1,206      | £1,691    | £2,244     | £3,749      | £5,596        | £7,596         | £11,083         | £14,761         | £18,735         | £22,454          | £26,518           | £30,681   |
| Basic +500 titles         | £853   | £1,255        | £1,546      | £2,167    | £2,876     | £4,811      | £7,184        | £9,753         | £14,232         | £18,954         | £24,057         | £28,833          | £34,048           | £39,397   |
| Basic + All titles (501+) | £2,098 | £3,084        | £3,807      | £5,334    | £7,091     | £11,880     | £17,734       | £24,080        | £35,140         | £46,803         | £59,396         | £71,188          | £84,081           | £97,279   |

Prices applicable from Aug 2023. All prices are exclusive of VAT.

# Additional cover

You can supplement the Basic Licence to include your institution's media monitoring activities – in short any internal non-teaching activities for which newspaper or other NLA content is regularly required. This includes receipt of a Media Monitoring Service from third party suppliers.

## Digital additional cover

Grants right to systematically digitally copy distribution within the institution:

- Scanning of newspaper or magazine articles
- Circulation of newspaper or magazine articles by email internally
- Copying of articles onto internal computer drives
- Digitally copying articles from a newspaper or magazine's website
- Articles accessed and copied via your media monitoring service or PR agency

If your educational establishment subscribes to a Media Monitoring Organisation's (MMO) service, we will base your rate on the number of articles you receive over a year and the number of permitted users who receive the MMO articles.

Note that for this option, the first recipient is paid for by the MMO, but anyone receiving articles beyond this - either directly from the MMO, or forwarded by colleagues - is a 'permitted user'. Please see the worked example in the case study to the right.

If you do not subscribe to an MMO service, please talk to CLA's Customer Service team about conducting a two week survey.

Please note that there is a minimum fee of £885 for this additional cover.

| TYPE   | PRICE PER COPY |
|--|----------------|
| UK National and regional newspapers, and NLA represented magazine titles | 14.9p          |
| Specialist title and foreign newspaper titles                            | 29.8p          |

## Paper additional cover

Choose this additional cover if your educational establishment wishes to photocopy NLA titles material and to circulate those print copies to staff.

The paper fee is calculated by multiplying the annual volume of copies by the price per copy shown below. Actual articles copied over a selected two week period are used to estimate the annual volume.

If you do not subscribe to an MMO service, please talk to CLA's Customer Service team about conducting a two week survey.

| TYPE   | PRICE PER COPY |
|--|----------------|
| UK National and regional newspapers, and NLA represented magazine titles | 6.2p           |
| Specialist title and foreign newspaper titles                            | 12.4p          |

Prices applicable from Aug 2023. All prices are exclusive of VAT.

## Case Study

Remember that Sample College has the Basic Licence + 10 titles  
= £833

Sample College's Press Office receive 540 UK digital articles from their MMO over a year. Overall, 13 staff are in receipt of those articles, either direct from the MMO, or forwarded by colleagues. This equates to 12 permitted users. (Remember that for this option the first is paid for by the MMO.)

540 articles x 12 permitted users x 14.9p  
£965.52 per year

£833 (Basic) + £965.52  
(Digital additional cover)  
£1,798.52 per year

# WebMediaMonitoringMaterials LicenceExtension(WMML)

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2023

This extension grants institutions who have the Basic Licence permission to receive alerts and links to content on publisher websites. Please see [here](#) for a list of participating publisher websites.

Should your Media Monitoring Organisation provide you with Search access to their database of website content you will need to add an additional Search fee as per the second table.

For institutions who do not have the Basic Education Licence, but who wish to receive alerts and links, the standalone WEUL (Web End User Licence) can be purchased. Please contact our Customer Services Team for further options.

## Fixed Rate For Content

|             | PERMITTED USERS | 1    | 2 - 3 | 4 - 5 | 6 - 8  | 9 - 15 | 16 - 20 | 21 - 30 | 31 - 50 | 51 - 100 | 101 - 250 | 251 - 1,000 | 1,001 - 2,500 | 2,501 - 10,000 |
|-------------|-----------------|------|-------|-------|--------|--------|---------|---------|---------|----------|-----------|-------------|---------------|----------------|
| TOTAL STAFF | 1-5             | £98  | £98   | £98   |        |        |         |         |         |          |           |             |               |                |
|             | 6-25            | £112 | £116  | £186  | £257   | £359   | £487    | £611    |         |          |           |             |               |                |
|             | 26-50           | £126 | £186  | £296  | £413   | £577   | £781    | £982    | £1,473  |          |           |             |               |                |
|             | 51-100          | £146 | £217  | £346  | £483   | £673   | £911    | £1,146  | £1,719  | £2,162   |           |             |               |                |
|             | 101-500         | £163 | £243  | £387  | £539   | £755   | £1,021  | £1,287  | £1,930  | £2,423   | £3,346    | £4,520      |               |                |
|             | 501-1,000       | £183 | £275  | £438  | £607   | £850   | £1,148  | £1,447  | £2,172  | £2,729   | £3,770    | £5,090      |               |                |
|             | 1,001-5,000     | £203 | £302  | £481  | £672   | £937   | £1,271  | £1,597  | £2,401  | £3,016   | £4,170    | £5,627      | £7,947        | £11,738        |
|             | 5,001-10,000    | £219 | £328  | £523  | £733   | £1,026 | £1,388  | £1,769  | £2,624  | £3,296   | £4,550    | £6,144      | £8,677        | £12,813        |
|             | 10,001-25,000   | £240 | £356  | £570  | £797   | £1,113 | £1,507  | £1,901  | £2,853  | £3,579   | £4,946    | £6,683      | £9,435        | £13,934        |
|             | 25,001-50,000   | £257 | £385  | £613  | £860   | £1,200 | £1,624  | £2,044  | £3,072  | £3,859   | £5,328    | £7,219      | £10,159       | £15,007        |
|             | 50,001-75,000   | £282 | £419  | £671  | £936   | £1,312 | £1,774  | £2,237  | £3,356  | £4,217   | £5,825    | £7,867      | £11,106       | £16,402        |
|             | 75,001-125,000  | £305 | £455  | £728  | £1,020 | £1,426 | £1,929  | £2,430  | £3,651  | £4,586   | £6,333    | £8,553      | £12,072       | £17,831        |
|             | 125,001-200,000 | £328 | £509  | £816  | £1,139 | £1,591 | £2,155  | £2,716  | £4,077  | £5,124   | £7,078    | £9,559      | £13,496       | £19,919        |
|             | 200,001+        | £352 | £526  | £841  | £1,178 | £1,647 | £2,229  | £2,810  | £4,217  | £5,298   | £7,318    | £9,884      | £13,957       | £20,610        |

Prices applicable from Aug 2023. All prices are exclusive of VAT.

# WebMediaMonitoringMaterials LicenceExtension(WMML)

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2023

Fixed rate for search access

| PERMITTED USERS | 1               | 2 - 3 | 4 - 5 | 6 - 8 | 9 - 15 | 16 - 20 | 21 - 30 | 31 - 50 | 51 - 100 | 101 - 250 | 251 - 1,000 | 1,001 - 2,500 | 2,501 - 10,000 |        |
|-----------------|-----------------|-------|-------|-------|--------|---------|---------|---------|----------|-----------|-------------|---------------|----------------|--------|
| TOTAL STAFF     | 1-5             | £19   | £19   | £19   |        |         |         |         |          |           |             |               |                |        |
|                 | 6-25            | £22   | £22   | £31   | £42    | £58     | £76     | £94     |          |           |             |               |                |        |
|                 | 26-50           | £25   | £31   | £47   | £66    | £89     | £120    | £150    | £223     |           |             |               |                |        |
|                 | 51-100          | £27   | £37   | £56   | £76    | £103    | £140    | £174    | £260     | £327      |             |               |                |        |
|                 | 101-500         | £29   | £39   | £62   | £85    | £116    | £155    | £197    | £291     | £367      | £504        | £681          |                |        |
|                 | 501-1,000       | £31   | £44   | £70   | £93    | £129    | £174    | £219    | £328     | £411      | £568        | £765          |                |        |
|                 | 1,001-5,000     | £33   | £50   | £76   | £103   | £144    | £193    | £243    | £363     | £455      | £628        | £848          | £1,196         | £1,765 |
|                 | 5,001-10,000    | £37   | £54   | £82   | £112   | £155    | £211    | £267    | £396     | £498      | £685        | £926          | £1,301         | £1,926 |
|                 | 10,001-25,000   | £39   | £58   | £88   | £122   | £171    | £228    | £288    | £434     | £539      | £744        | £1,005        | £1,417         | £2,093 |
|                 | 25,001-50,000   | £42   | £62   | £94   | £131   | £183    | £246    | £310    | £464     | £583      | £801        | £1,087        | £1,525         | £2,252 |
|                 | 50,001-75,000   | £45   | £66   | £103  | £144   | £202    | £268    | £338    | £507     | £637      | £875        | £1,181        | £1,671         | £2,464 |
|                 | 75,001-125,000  | £50   | £73   | £112  | £155   | £217    | £291    | £367    | £551     | £692      | £956        | £1,287        | £1,814         | £2,677 |
|                 | 125,001-200,000 | £54   | £81   | £125  | £173   | £242    | £326    | £409    | £614     | £771      | £1,064      | £1,438        | £2,027         | £2,990 |
| 200,001+        | £57             | £84   | £128  | £179  | £250   | £337    | £422    | £637    | £797     | £1,101    | £1,485      | £2,098        | £3,094         |        |

## Case Study

Sample College's Press Office receives fixed alerts and links to content on publisher websites for newspaper content. Remember that there are 13 recipients at this institution (note the MMO does not pay for the first recipient for this option). There are 100 staff overall.  
WMML = £673

£1,798.52 (Basic Licence + Digital Additional cover) + £673 (WMML)  
£2,471.52 per year

# Corporate Website Republishing Licence (CWRL)

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2023

Positive media coverage is the most credible form of publicity there is. It can spotlight your successes and establish your brand.

With the Corporate Website Republishing Licence you can now make even more of your positive press coverage by posting it to your corporate website and on social media.

This Licence gives you the permission to post headlines, text extracts and PDF files on your corporate sites without the need to contact the individual publishers to gain their approval.

The annual licence fee is based on the number of articles posted on your institution's turnover.

|   |                    | MICRO                | MINI                         | SMALL                       | MEDIUM                       | LARGE          |
|---|--------------------|----------------------|------------------------------|-----------------------------|------------------------------|----------------|
|   |                    | Up to £650k turnover | Between £650k - £2m turnover | Between £2m - £10m turnover | Between £10m - £50m turnover | £50m+ turnover |
| NUMBER OF ARTICLES<br>REPLICATED PER YEAR | 1 article          | £143                 | £190                         | £217                        | £496                         | £640           |
|   | up to 5 articles   | £488                 | £650                         | £746                        | £1,277                       | £1,700         |
|   | up to 10 articles  | £742                 | £989                         | £1,135                      | £2,267                       | £2,691         |
|   | up to 25 articles  | £1,044               | £1,391                       | £1,594                      | £3,682                       | £4,248         |
|   | up to 50 articles  | £1,484               | £1,978                       | £2,267                      | £5,664                       | £6,369         |
|   | up to 100 articles | £1,947               | £2,595                       | £2,976                      | £6,797                       | £7,645         |
|   | up to 200 articles | £2,550               | £3,399                       | £3,895                      | £8,139                       | £9,200         |
|   | up to 300 articles | £3,012               | £4,015                       | £4,603                      | £9,200                       | £10,667        |
|   | up to 400 articles | £3,381               | £4,508                       | £5,168                      | £10,029                      | £11,806        |
|   | up to 500 articles | £3,724               | £4,965                       | £5,692                      | £10,667                      | £12,803        |

## Case Study

Sample College has the Basic Licence and appropriate additional cover for internal use  
= £2,471.52

Sample College also wishes to post 4 positive articles about the college on to their website and related social media.

Sample College has a turnover of up to £10m. They are therefore a small Educational Establishment. 4 articles for a small Education Establishment  
= £746

£2,471.52 (internal activities) + £746 (CWRL)  
= £3217.52

# Indemnity – protection against previously unlicensed copying

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2023

NLA can cover you for previous years unlicensed copying in the form of an indemnity.

In accordance with the Limitation Act 1980, NLA is entitled to collect licence fees for a maximum of six year's previously unlicensed copying. This is referred to as fill indemnity as it covers you institution for all copying ever undertaken.

Please advise the NLA of the date when your institution commenced copying. We will arrange the appropriate cover for that period.

The indemnity fee is a one off payment and is calculated based on today's annual licence value.

## Case Study

|                              |           |
|------------------------------|-----------|
| Basic Licence + 10 titles    | £833.00   |
| Digital additional cover     | £965.52   |
| Paper additional cover       | £0.00     |
| WMML                         | £673.00   |
| CWRL                         | £746.00   |
| Total (on-going licence fee) | £3,217.52 |

Sample College have copied for  
6 months prior to the Licence  
 $£2,939.28 \times 0.5$  years  
£1,608.76

Total Licence Fee for this year  
£4,826.28