


No:	PG-ACD-080618-1-A	LIBRARY 
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Title:	Film Screening in NTU Library
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Operational area:	Use of AV Materials
Target audience:	Library Staff and University Community
Originator:	ACD/Ng Chay Tuan & ADM/Anandasivam Kasthuri
Effective date:	2008-06-30
Remarks (if any):	None

Policy statement:	To manage the screening of films in the Library.
Purpose:	To ensure the Library complies with copyright and other legal requirements when screening a film to a group in the Library.

Policy explanation & further content

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1. Purpose of film screening

- 1.1 Films may be screened to a group for (a) teaching/learning purposes or (b) leisure/non-course-related purposes. The screening of films must not generate profit and is non-commercial in nature.

2. Teaching/Learning

- 2.1 Titles are screened as required viewing for students enrolled in a course. Lecturers will inform the Library of the film(s) assigned to the class for viewing, and the course(s) in which students are enrolled.
- 2.2 Publicity of screening is to be targeted at the relevant classes. Notices of scheduled screening will state clearly the course for which the screening has been arranged.
- 2.3 The Library will only screen titles that have been acquired legally, particularly titles that are supplied by the lecturers.

3. Leisure/Non-course-related

- 3.1 Only titles acquired with Public Performance Rights can be screened. The list of titles with Public Performance Rights can be retrieved from the Library catalogue by searching "public performance right".
- 3.2 The licenses of the majority of films acquired by the Library prohibit any public performance. Viewing of such films for leisure is confined to personal private use only. The Library does not arrange for the screening of films to an audience for recreational and entertainment purposes.

4. Public Performance

- 4.1 In the event that a public screening of a film for leisure is required, the following permission and license have to be acquired. These licenses are required even if the film is screened free-of-charge and is educational in nature.
- (i) Film Exhibition License issued by Media Development Authority (MDA) for screening of restricted title
 - (ii) Public Performance License issued or permission granted by the copyright holder

5. Film Exhibition License

- 5.1 A film exhibition license is required if ADM Library or any other NTU library wishes to screen films rated NC16 / M18 / R21. This license enables the Library to screen the MDA rated films to the general student population for entertainment purposes. No license is required to screen movies up to Parental Guidance (PG) rating.
- 5.2 The cost of the film exhibition license:
Annual - \$650
3 years - \$1500
- 5.3 For educational institutions, MDA will waive the performance bond of \$ 20,000 as a deposit which is otherwise required by organizations screening for commercial purposes.
- 5.4 More details on exhibition license and other licensing issues are available at:
www.mda.gov.sg

Contact Person at MDA: Sri Faridha - 63722848

6. Copyright & Public Performance License

- 6.1 Permission for public performance is necessary before the screening of any film to an audience for recreational and entertainment purposes. The validity period of a public performance license varies from producer to producer and is often determined by the sum of royalties paid.
- 6.2 Buena Vista International, Columbia International, Metro-Goldwyn-Meyer Studios, Paramount Pictures, Sony Pictures Entertainment, Twentieth Century Fox Film, Universal International Films, Warner Bros Entertainment, and Walt Disney Studios are represented by the Motion Picture Association (MPA).

Requests for public performance license are to be submitted to MPA at the following address.

Motion Picture Association
No. 1 Magazine Road
Central Mall #04-07
Singapore 059571
6253-1033 (main)
6255-1838 (fax)

- 6.3 A large number of independent producers, especially non-US producers, do not have an association who will act on their behalf. Permission need to be sought by approaching each producer individually.

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