Licence Fee reporting rules

SOLUTIONS PROVIDER LICENCE REPORTING RULES

These reporting rules apply to the following licence agreements:
- PAF® Data Solutions Provider Licence
- Multiple Residence™ Solutions Provider Licence
- Not Yet Built™ Solutions Provider Licence

General

Schedule 2 Clause 1(c) of the Solutions Provider Licence Agreement states:

- On our request from time to time you must provide us with the details of your use of [PAF, Multiple Residence or Not Yet Built] Data as required by our reporting rules published from time to time on the PAF® Licensing Centre. We will not make such requests more than once in any Licence Year, unless such requests arise out of breaches of this Licence or inconsistencies in Reports

In order to fulfil the above licence clause, we have set out below what reports may be required on request from time to time.

The Solutions Provider shall within twenty (20) Working Days of request from Royal Mail provide to Royal Mail such of the following as Royal Mail may request from time to time:

- Copies of Third Party Solutions Provider (sub-Licensee) Agreements and End-User Agreements;
- Details of the names and addresses of sub-contractors and such other details as Royal Mail may reasonably request and copies of Sub-Contractor Agreements;
- Where Multiple User Blocks apply to any End-User, an accurate report of the number of Users for which each End-User is licensed;
- Details of all Group Owners and members of Closed User Groups for Associates and Brokers and copies of the agreements between each such Associate Group Owner and/or Broker Group Owner and the Associates or Brokers that participate in any of its Associate Groups or Broker Groups;
- Evidence to Royal Mail's reasonable satisfaction which shows that each Associate that is identified by the Solutions Provider as an Associate and each Broker that is identified by the Solutions Provider as a Broker is a genuine Associate or Broker (as the case may be);
- The name and contact details of all third parties to whom each End-User has supplied a Cleansed Customer Database