



2023 FREQUENTLY ASKED QUESTIONS

What is Payback?

Payback recognizes the value creator affiliates contribute to Access Copyright’s repertoire of published works. Annually, fifteen percent of all available revenue is returned to affiliates via **Payback**. Additionally, in cases where Access Copyright cannot identify the rightsholder or when it is impossible or impractical to collect information on the actual works used, we distribute a portion of these royalties via **Payback**. Currently, **Payback** only applies to works published in print format.

How is the Payback payment calculated?

Payback royalties are divided into two pools – **Payback for Writers** and **Payback for Visual Artists**. Payments for writers and visual artists are then calculated separately.

Payback payments within each pool are calculated in two steps:

Step one:

- 40% of the **Payback** pool is distributed equally amongst all writers and visual artists (the “**Base**” payment).

Step two:

- 60% of the **Payback** pool is distributed to writers and visual artists depending on what type of publication (i.e. books, magazines, scholarly journals and newspapers) their work was featured in and how much they published (the “**Supplementary**” payment). The more you publish, the greater your Payback payment. **Only creators who have submitted a Payback claim form will be eligible for this portion of the payment.**

What factors are considered in the calculation of the Payback supplementary payment?

Access Copyright compiles statistical data using titles from all of our title specific distributions over a ten-year period. This data helps us to determine the likelihood of a work being copied. The calculation relies on the following factors:

- **Publication type:** Different types of publications have different probabilities of being copied. Books, magazines, journals and newspapers are factored into the equation.
- **Number of pages and images:** For writers, the more pages in a work, the more likely that it may be copied. For visual artists, the more images you have published, the more likely your images may be copied. The Payback supplementary payment is calculated using the number of pages or images you reported on the **Payback** claim form.
- **Year of publication:** The age of a publication impacts the probability of copying. The calculation will be made using works published between 2002 and 2021 and the weighting will be based on the year of publication.

Why are you only asking for works published within the last 20 years?

Our statistical analysis of copying data shows works published more than 20 years ago are unlikely to be copied under our licences.

Why can I not enter my works published in 2022?

The royalties available for the 2023 Payback payment are primarily collected in 2022. The statistical analysis also indicates that minimal copying of a publication occurs the year it was published. Works published in 2022 will be requested next year.

I have submitted a claim in the past. Do I need to submit a claim for 2023?

If you have submitted a claim in the past, you will only need to submit data for works published in the newly eligible year (2021). If you do not have 2021 works to add, you **do not** need to do anything, your 2023 Supplementary payment will be based on the information you submitted previously.

I am new to Payback and have never submitted a Payback claim. What do I need to do?

You will need to [login here](#) and submit the total number of works and the total number of pages (for writers) or images (for visual artists) you've had published in print format and for which you retain copyright per eligible year (2002 – 2021) per category (books, magazines, journals and newspapers). Bibliographic details are not required unless you are audited. Digital/online works are not eligible for this year's claim period.

Who is eligible to receive a Payback payment?

To be eligible for the 2023 **Payback** payment, you must have registered as an Access Copyright affiliate by December 31, 2022.

When should I expect to receive my Payback payment?

Payback payments are distributed at the end of every November. If you are signed up for direct deposit, please make sure your bank account details are up-to-date.

What works can I claim as a Writer?

Writers can claim:

- Works published between 2002 and 2021.
- Works in which you own copyright or a share of the copyright.
- The original edition of a work or a newer/alternate edition with a different ISBN.
- The first publication of an article and each subsequent publication in a periodical with a different ISSN.
- Excerpts in books and periodicals, including items such as a poem, essay or foreword and each subsequent occurrence of an excerpt that appears in any publication with a different ISBN.
- Works published abroad, only if they are commercially available in Canada and not separately published by a publisher in Canada. (If separately published in Canada, you should report only the Canadian edition).
- Translations, which can be reported by both the translator and the author of the work.

Are there any works that Writers should not report?

The following works are not eligible:

- Works published before 2002 or after 2021.
- Any unpublished work.
- Anything published by the federal or any provincial/territorial government.
- A masters or doctoral thesis, unless it has been published commercially.
- Any digital works. This can include blogs, websites, e-books, online articles and other similar publications. Only print editions can be claimed.
- Anything created for your employer while you were an employee unless there is a specific agreement between you and your employer that you retain the copyright to the work.
- Any work in the public domain or no longer covered by copyright or any work for which the copyright owner has indicated that it may be freely reproduced, i.e. under a Creative Commons licence.
- Works published abroad (unless commercially available in Canada and not separately published by a publisher in Canada).
- Newsletters unless they have an ISSN and you own copyright. If the newsletter meets these criteria, it should be entered under Magazines.

What works can I claim as a Visual Artist?

Visual Artists can claim:

- Images in works published between 2002 and 2021.
- Images in which you own copyright or a share of the copyright.
- Images in the original edition or a newer/alternate edition with a different ISBN or ISSN.
- Images in works published abroad, only if they are commercially available in Canada and not separately published by a publisher in Canada. (If separately published in Canada, you should report only images in the Canadian edition.)

Are there any works that Visual Artists should not report?

Images in the following works are not eligible:

- Images in works published before 2002 or after 2021.
- Any unpublished work.
- Advertisements.
- Anything published by the federal or any provincial/territorial government.
- A masters or doctoral thesis unless it has been published commercially.
- Any digital works. This can include blogs, websites, e-books, online articles and other similar publications. Only print editions can be claimed.
- Anything created for your employer while you were an employee, unless there is a specific agreement between you and your employer that you retain the copyright to the work.
- Any work in the public domain or no longer covered by copyright or any work for which the copyright owner has indicated that it may be freely reproduced, i.e. under a Creative Commons licence.
- Images in works published abroad (unless commercially available in Canada and not separately published by a publisher in Canada).
- Images in newsletters unless the newsletter has an ISSN and you own copyright. If the newsletter meets these criteria, it should be entered under Magazines.

Why are digital/online works not included?

Digital works are currently not eligible. If a digital publication has a print equivalent you should include the print version in your claim. Statistical analysis shows that works published only in digital format are less likely to be copied under our licences.

How do I enter a short story, a chapter, or an article that I contributed to a book?

Provided you own copyright to the text, such as a short story, poem, introduction, afterword, letter, article, or chapter that is included in a book, you would enter it under "Books." Please only include the number of pages that you contributed.

Why don't you need the bibliographic details, such as ISBN/ISSN, title or publisher?

Payback is calculated based on the numerical data submitted on your claim. Bibliographic details are only required if you are audited or Access Copyright cannot verify your claim.

What is an ISBN? Where can I find this information?

An ISBN (International Standard Book Number) is a standardized identification number assigned to a book. An ISBN is 10 or 13 digits long and may be split up with several hyphens or shown as one string of numbers. For example: ISBN 978-1-990425-04-2, ISBN 0154875624, or ISBN 9781676097709. The ISBN will usually be printed on the copyright information page of a book or appear on the back cover of a book near the barcode. An ISBN may also be listed on a retailer's website in the listing for a book or in a library catalogue record. Some books do not have an ISBN assigned to them.

What is an ISSN? Where can I find this information?

An ISSN (International Standard Serial Number) is a standardized identification number assigned to periodical publications such as journals, magazines, and newspapers. ISSNs are 8 digits long and usually separated into two groups of four digits separated by a hyphen. In some cases the last digit may be the letter X. For example: ISSN 0754-5241 or ISSN 2754-458X. An ISSN is usually found near the editorial, copyright or masthead information in a periodical, or printed on the cover. Some periodical publications do not have an ISSN assigned to them.

Why are blogs, websites and similarly unpublished materials not eligible for payback?

These items are not eligible for Payback because they are not included in Access Copyright's repertoire. As a result they are not covered by our licenses and we do not collect or distribute royalties for their usage. Works that are eligible for Payback are commercially published and you own or share copyright in the publication.

What if I am also a Visual Artist but not registered with Access Copyright?

If you are also a Visual Artist and have not registered with Access Copyright as a dual affiliate, please contact affiliates@accesscopyright.ca. **Please note: If you are registering this year as a Visual Artist, you will be eligible for Payback for Visual Artists next year.**

What if I am also a Writer but not registered with Access Copyright?

If you are also a Writer and have not registered with Access Copyright as a dual affiliate, please contact affiliates@accesscopyright.ca. **Please note: If you are registering this year as a Writer, you will be eligible for Payback for Writers next year.**

What if I am the co-author of a work?

If you are the co-author of a book or article, each author can submit a claim by entering all pages of the book or article on the Payback form.

How many words are counted as a page?

Authors may consider 250 words to be one page. If you do not know the number of words of your text, please enter the actual page count as it appears in the publication.

What is the difference between a magazine and a journal?

Access Copyright considers a journal to be an academic, scholarly, research-based publication. Everything that does not fall into this category is considered to be a magazine.

What if I don't know my username? (Not applicable to Estates who must submit a paper form)

You can retrieve your username by clicking on the “Forgot username and password” link on the Payback login page. Enter your Payback Reference Number (listed as your “RMS ID” on your Distribution Reports) and your email address. An email will automatically be sent to you with your username. **Usernames are usually your first and last name, all lowercase with no spaces, e.g., johnsmith, or the one you created when completing the online registration application form.**

What if I don't remember my password? (Not applicable to Estates who must submit a paper form)

Please click on the “Forgot Password” link located on the Payback login page. A link to reset your password will be sent to the email address we have for you on file. If your email address has changed, please advise us at affiliates@accesscopyright.ca.

If I miss the deadline to submit my claim this year, can I submit it next year?

Yes. All eligible writers and visual artists who do not submit a Payback claim form by May 31st will be able to submit the claim form next year. You will not, however, be able to make a claim for a previous year's Payback payment.

What do I do if I made an error in this year's submission or previous submissions?

You can make any changes to your claim during the claim period by downloading the “Change Form” after logging into your Payback account (found under the Writer and Visual Artist tabs). Print and complete the Change Form and return a signed copy with your changes to us by mail or scan and email a copy to us by May 31st. If you cannot access the Change Form online, please contact us at: affiliates@accesscopyright.ca. **These changes cannot be made to the online form.**

I have a Power of Attorney for a writer or visual artist who is not able to complete the form themselves. Can I make a claim on behalf of someone else?

Yes. If you have not already done so, please contact affiliates@accesscopyright.ca to ensure that your Power of Attorney for the writer or visual artist is noted in his or her file and request a paper **Payback for Writers or Payback for Visual Artists form**. You will need to submit a copy of the Power of Attorney document. Please fill out the paper form on behalf of the writer or visual artist.

I am the executor or beneficiary of a deceased creator. Can I make a Payback for Writers or Payback for Visual Artists claim?

Yes. Please contact affiliates@accesscopyright.ca to make the necessary estate arrangements for the file of the writer or visual artist.

What is the contact information for Access Copyright?

Access Copyright
Attention: Royalties and Client Services
69 Yonge Street, Suite 1100
Toronto, ON M5S 1K3
affiliates@accesscopyright.ca

I am a member of Copyright Visual Arts. Should I contact Copyright Visual Arts with any questions concerning Payback?

Yes. Please contact Copyright Visual Arts by email at administration@cova-daav.ca.