

NLA MEDIA ACCESS LIMITED

Details of Licensing Scheme

NLA operates a licensing scheme that permits licensees to photocopy, fax and digitally reproduce text, photographs and graphics for internal management purposes from all newspapers, magazines and websites participating in the scheme.

NLA issues annual copyright licences to organisations wishing to copy from an NLA registered newspaper, magazine or website for internal use.

Additionally NLA licenses media monitoring organisations and public relations consultancies to provide copies of cuttings to their clients, and trade and professional organisations to supply copies of cuttings to their members.



Supporting journalism

Price List Newspapers & Magazines

Basic Licence

This price list should be read in conjunction with the Business Licence Application Form and Terms & Conditions.

Newspaper Titles

You can find the complete list of all newspapers, magazines, specialist, and foreign titles on www.nlamediaaccess.com/title-search

For non-UK licensees – payment to be made in pounds sterling at the exchange rates applicable on date of payment.

The Basic Licence gives all organisations permission to make Occasional* copies from all national and five regional newspapers.

Occasional copying includes:- photocopying and printing of articles, and/or scanning and emailing the article to a colleague on an occasional basis.

Organisations that require cover for greater than five regional titles can select from a range of titles, shown in the table below. To determine your organisation's Basic licence fee, please select your headcount and/or turnover, from the first 2 rows of the fee table. Then choose the number of regional titles from the first column. Finally, read across to find the fee payable which is the lowest of headcount or turnover.

Specialist / Foreign Titles

In addition to UK newspaper cover (shown in the "Newspapers" table on the right) specialist and foreign titles may be added. Details of the tariff for these can be found at www.nlamediaaccess.com

Magazine Titles

In addition to newspapers, organisations can add magazine titles to their Basic licence in the same way. The fees are shown in the "Magazines" table to the right.

Premium Magazines

You can also elect to add premium magazines. Please contact us for further details of how premium title cover is charged.

Newspapers

Total Staff:	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	200,000 +
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
10	£253	£371	£448	£633	£833	£1,384	£2,067	£2,805	£4,088	£5,444	£6,914	£8,285	£9,781	£11,320
20	£273	£406	£490	£694	£916	£1,522	£2,276	£3,081	£4,499	£5,982	£7,598	£9,110	£10,755	£12,441
30	£309	£460	£558	£786	£1,040	£1,728	£2,585	£3,509	£5,115	£6,809	£8,651	£10,368	£12,237	£14,159
50	£383	£563	£689	£966	£1,284	£2,135	£3,191	£4,328	£6,312	£8,402	£10,673	£12,789	£15,099	£17,474
100	£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
150	£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
200	£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
500	£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
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

Magazines

Total Staff:	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	200,000 +
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 +
+5 Magazine Titles	£25	£37	£42	£56	£74	£121	£175	£232	£342	£454	£572	£689	£818	£937
10	£37	£51	£57	£82	£103	£172	£253	£343	£496	£667	£842	£1,005	£1,191	£1,379
20	£57	£86	£99	£143	£186	£310	£462	£619	£907	£1,205	£1,526	£1,830	£2,165	£2,500
30	£93	£140	£167	£235	£310	£516	£771	£1,047	£1,523	£2,032	£2,579	£3,088	£3,647	£4,218
50	£167	£243	£298	£415	£554	£923	£1,377	£1,866	£2,720	£3,625	£4,601	£5,509	£6,509	£7,533
100	£260	£380	£469	£656	£871	£1,461	£2,177	£2,955	£4,315	£5,742	£7,291	£8,732	£10,315	£11,936
150	£385	£566	£695	£975	£1,290	£2,168	£3,231	£4,388	£6,402	£8,528	£10,824	£12,972	£15,317	£17,726
200	£449	£660	£815	£1,140	£1,514	£2,537	£3,782	£5,134	£7,491	£9,984	£12,663	£15,174	£17,928	£20,740
500	£637	£935	£1,155	£1,616	£2,146	£3,599	£5,370	£7,291	£10,640	£14,177	£17,985	£21,553	£25,458	£29,456
501+	£1,882	£2,764	£3,416	£4,783	£6,361	£10,668	£15,920	£21,618	£31,548	£42,026	£53,324	£63,908	£75,491	£87,338

Worked example

An organisation with 25 staff and a turnover of £7m would pay a **basic licence fee of £357 per annum**.
 If 10 regional newspapers are needed, the fee is **£371 per annum**.
 If 20 magazine titles are also required, the fee is **£371+£86 = £457 per annum**.

* Refer to the definition of Occasional in the terms and conditions

Need to do more with the content?

If you want to circulate content more widely and more frequently, such as daily press alerts, within your organisation, you can supplement the basic level of copyright cover by adding 'Frequent'* copying to the licence.

Whether this is done in-house or you receive and distribute content which you get from a third party such as a media monitoring or public relations agency, you would need one of the licence additions.

The frequent paper and/or digital fees are in addition to the basic licence fee and include cover for (but not limited to):

Frequent Paper Copying

- Photocopying or printing a set number of copies of each article you use
- Frequently photocopying or printing out articles which you receive from a third party

Frequent Digital Copying

- Scanning and emailing articles to your staff
- Placing articles on an intranet or shared drive for your staff to view
- Allowing your staff to access articles via your media monitoring service
- Emailing articles, which you receive from your PR agency, within your organisation

There are three digital options available:

The Variable Option, suitable for the majority of organisations, is calculated on a price per copy basis.

The **Fixed** and **Universal Options** are suitable for organisations wanting to undertake higher volumes of digital copying. Please see overleaf for more details on these two options.

* Refer to the definition of 'Frequent' in the terms and conditions

Worked example

Frequent Paper Fee

If an organisation photocopies five articles to five staff over a two week period:

5 articles x 5 copies x 26 x 6.2p = £40.30, **in addition to the basic licence fee.**

Frequent Digital Variable Fee

The variable option is calculated in the same way. So if 25 newspaper articles were emailed to 10 staff over a two week period:

25 newspapers articles x 10 staff x 26 x 14.9p = £968.50 per year, **in addition to the basic licence fee.**

And if 10 magazine articles were emailed to 5 staff over a two week period:

10 magazine articles x 5 staff x 26 x 14.9p = £193.70, **in addition to the basic licence fee.**

Frequent Paper Fees

Photocopied articles are priced in pence per copy.

The frequent fee is calculated by multiplying the annual volume of copies by the price per copy.

Category	Price per Copy
UK National & Regional Newspapers	6.2p
Specialist & Foreign Newspapers	12.4p
Magazines	6.2p
Premium Magazines	12.4p

Frequent Digital Fees Variable Option

Digital articles are priced in pence per copy.

The Digital Variable fee is calculated by multiplying the annual volume of digital copies by the price per copy.

Category	Price per Copy
Newspapers & Magazines	14.9p
Premium Magazines & Foreign Newspapers	29.8p

Please note: a Minimum fee applies to both the newspaper (£885) and magazine (£120) variable tariff. Newspaper and magazine clippings volumes are separate and cannot be combined.

Frequent Digital

Fixed Option Fees - Newspapers

If your organisation subscribes to a media monitoring service and/or wants to share clippings with a select number of staff then the Fixed tariff is available for those organisations wishing to control costs and manage circulation.

To determine your organisation's Fixed fee, select the number of staff permitted to receive content (permitted users) in the top row of the table to the right, and your staff headcount in the left hand column. Please note that this tariff has a volume limit of 500,000 copies.

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
1-5	£885	£885	£885										
6-25	£885	£932	£1,489	£2,083	£2,912	£3,941	£4,969						
26-50	£1,056	£1,585	£2,533	£3,543	£4,959	£6,710	£8,459	£12,712					
51-100	£1,427	£2,135	£3,418	£4,783	£6,696	£9,065	£11,430	£17,168	£21,572				
101-500	£1,802	£2,697	£4,315	£6,038	£8,452	£11,437	£14,422	£21,670	£27,222	£37,614	£50,804		
501-1,000	£2,169	£3,250	£5,200	£7,280	£10,188	£13,793	£17,391	£26,125	£32,825	£45,358	£61,260		
1,001-5,000	£2,540	£3,811	£6,094	£8,530	£11,944	£16,164	£20,384	£30,624	£38,480	£53,169	£71,811	£101,392	£149,761
5,001-10,000	£2,910	£4,365	£6,981	£9,772	£13,678	£18,519	£23,351	£35,085	£44,083	£60,913	£82,265	£116,161	£171,577
10,001-25,000	£3,283	£4,923	£7,876	£11,024	£15,436	£20,894	£26,346	£39,582	£49,736	£68,719	£92,813	£131,052	£193,500
25,001-50,000	£3,655	£5,481	£8,762	£12,269	£17,174	£23,245	£29,313	£44,041	£55,337	£76,465	£103,272	£145,820	£215,387
50,001-75,000	£4,027	£6,039	£9,660	£13,522	£18,929	£25,622	£32,307	£48,537	£60,987	£84,271	£113,818	£160,710	£237,385
75,001-125,000	£4,397	£6,595	£10,548	£14,763	£20,666	£27,971	£35,277	£52,998	£66,590	£92,017	£124,277	£175,476	£259,198
125,001-200,000	£4,766	£7,149	£11,432	£16,004	£22,406	£30,329	£38,246	£57,463	£72,196	£99,761	£134,738	£190,248	£281,010
200,001+	£5,140	£7,709	£12,328	£17,259	£24,159	£32,703	£41,244	£61,956	£77,847	£107,567	£145,282	£205,139	£303,009

Worked example

An organisation with 10 permitted users and 100 staff would pay **£6,696 in addition to their other licence fees.**

Frequent Digital

Fixed Option Fees - Magazines

The Fixed option for magazines is calculated in the same way as the Fixed option for newspapers.

Please note that this option has a copy volume of limit of 65,000.

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
1-5	£120	£120	£120										
6-25	£120	£125	£197	£276	£381	£515	£649						
26-50	£141	£209	£332	£465	£648	£875	£1,102	£1,656					
51-100	£188	£282	£449	£626	£873	£1,182	£1,490	£2,236	£2,808				
101-500	£239	£354	£566	£787	£1,101	£1,491	£1,877	£2,820	£3,543	£4,893	£6,609		
501-1,000	£286	£427	£679	£950	£1,327	£1,796	£2,264	£3,400	£4,271	£5,899	£7,967		
1,001-5,000	£334	£499	£796	£1,113	£1,557	£2,105	£2,653	£3,983	£5,006	£6,915	£9,339	£13,183	£19,472
5,001-10,000	£382	£571	£912	£1,275	£1,782	£2,409	£3,039	£4,564	£5,733	£7,921	£10,698	£15,105	£22,309
10,001-25,000	£432	£643	£1,027	£1,437	£2,011	£2,720	£3,430	£5,150	£6,470	£8,937	£12,069	£17,039	£25,157
25,001-50,000	£479	£715	£1,142	£1,597	£2,237	£3,025	£3,815	£5,729	£7,197	£9,942	£13,428	£18,960	£28,003
50,001-75,000	£526	£787	£1,259	£1,761	£2,464	£3,335	£4,203	£6,313	£7,931	£10,959	£14,801	£20,895	£30,865
75,001-125,000	£574	£862	£1,377	£1,923	£2,690	£3,640	£4,590	£6,892	£8,660	£11,966	£16,158	£22,816	£33,700
125,001-200,000	£624	£933	£1,491	£2,085	£2,918	£3,945	£4,975	£7,472	£9,388	£12,972	£17,520	£24,735	£36,534
200,001+	£671	£1,006	£1,606	£2,247	£3,144	£4,253	£5,364	£8,057	£10,125	£13,985	£18,890	£26,671	£39,393

Worked example

An organisation with 10 permitted users and 100 staff would pay **£873 in addition to their other licence fees.**

Frequent Digital Fees Universal Option

The universal option is designed to allow unlimited access to newspaper and magazine content for all staff. The universal fee is based on the total number of staff within an organisation.

Newspapers

Total Staff	Fee	No. of staff	Fee per employee
10	£3,312	10	£362.10
25	£6,367	15	£222.60
100	£14,304	75	£115.67
250	£18,210	150	£28.46
500	£22,782	250	£19.99
2,500	£37,244	2000	£7.90
5,000	£46,466	2500	£4.03
10,000	£58,763	5000	£2.69
25,000	£74,843	15000	£1.17
50,000	£88,506	25000	£0.60
100,000	£94,287	50000	£0.13
100,000+	£94,287	thereafter	£0.13

If your total staff number is different from those indicated in the 'Total Staff' column, calculate the fee payable by:

- matching your current staff number to the closest figure on the 'Total Staff' column; and
- multiplying the number of remaining staff by the 'Fee Per Individual Staff' figure in the next line down

Worked example

Newspapers

An organisation with 100 staff would pay £15,635 per annum **in addition to other licence fees.**

An organisation with 110 staff would pay £15,635 plus (£28.46*10 staff) = £15,919.60 per annum **in addition to other licence fees**

The universal option for both newspapers and magazines is applicable to licensees who digitally copy up to 20 newspaper articles a day and 3 magazine articles a day. For licensees copying more than these limits per day the following multipliers will be applied to the final fee.

Multiplier	Newspapers	Magazines
1	20	3
1.4	40	5
1.7	60	8
2.1	80	10
2.35	100	13
2.75	150	20
3.1	200	26
3.81	300	39
4.18	400	52
4.5	500	65

External copying

This pricing guide only applies to any copying undertaken within your organisation.

Should you need to provide any licensable content to organisations externally please contact NLA for advice.

Magazines

Total Staff	Fee	No. of staff	Fee per employee
10	£449	10	£49.10
25	£869	15	£30.60
100	£1,944	75	£15.67
250	£2,480	150	£3.91
500	£3,100	250	£2.71
2,500	£5,559	2000	£1.34
5,000	£7,109	2500	£0.68
10,000	£8,791	5000	£0.37
25,000	£12,259	15000	£0.25
50,000	£15,150	25000	£0.13
100,000	£18,303	50000	£0.07
100,000+	£18,303	thereafter	£0.07

Worked example

Magazines

An organisation with 100 staff would pay £2,125 per annum **in addition to other licence fees.**

An organisation with 110 staff would pay £2,125 plus (£3.91*10 staff) = £2,164.10 per annum **in addition to other licence fees.**

Indemnity - protection against previously unlicensed copying

NLA can cover you for historic unlicensed copying in the form of an indemnity. This legitimises earlier activity and is calculated using the current Price List.

To confirm the indemnity fee payable, please advise NLA of the date on which your organisation's copying commenced (noting that indemnity fees are subject to a maximum duration of six years in accordance with the Limitation Act 1980*).

If your organisation's copying habits or licence coverage details have changed over the applicable time, please provide further information regarding such variation, as this may increase or decrease the fees quoted.

Extended Access

Retain access to content for up to 365 days

Under our standard Terms and Conditions, Licensees cannot create a library or archive of NLA represented content, whether this is sourced independently, or provided to you by a Media Monitoring Organisation (MMO). MMO supplied content in particular is only accessible for 28 days after it is made available to you.

If you prefer to hold on to content for longer, or to access your MMO supplied content beyond the 28 day period, then you may like the “**Extended Access**” option. **Extended Access** gives you permission to access content for up to **365 days**.

Cost: Extended Access is optional, and is priced at 10% of your overall licence cost (excluding indemnity fees)

Worked example

An organisation with 101-500 staff copying from 100 newspaper and 50 magazine titles may have a total fee as outlined below, of £3,160 per year. Extended Access fee is therefore £316.

Basic licence fee + 100 regional titles	£1,601
50 magazine titles	£554
Digital newspaper variable fee	£885
Digital magazine variable fee	£120
Total	£3,160
Extended Access fee	£316
Total Licence fee	£3,476

Indefinite Access

Users with Indefinite Access can continue to view content with no time limit, from the day it is published

Under our standard Terms and Conditions, Licensees cannot create a library or archive of NLA represented content, whether this is sourced independently, or provided to you by a Media Monitoring Organisation (MMO). MMO supplied content in particular is only accessible for **28 days** after it is made available to you.

If you prefer to hold on to content for longer, or to access your MMO supplied content beyond the 28 day period, then you may like the “**Indefinite Access**” option. **Indefinite Access** gives you permission to **access content with no time limit**, from the day it is published.

Cost: Indefinite Access is optional, and is priced at 30% of your overall licence cost (excluding indemnity fees)

Worked example

An organisation with 101-500 staff copying from 100 newspaper and 50 magazine titles may have a total fee as outlined below, of £3,160 per year. Extended Access fee is therefore £948.

Basic licence fee + 100 regional titles	£1,601
50 magazine titles	£554
Digital newspaper variable fee	£885
Digital magazine variable fee	£120
Total	£3,160
Indefinite Access fee	£948
Total Licence fee	£4,108



Supporting journalism

Simplified Licence Price List

Simplified Licence

The Simplified Licence allows you to make or receive web, digital (e.g. scan, email, PDF) and paper copies from all newspapers, magazines and websites represented by NLA media access. A list covering all of our publications can be found at www.nlamediaaccess.com/title-search

This licence is designed to be flexible and easy to understand. There is no need to specify how many titles you are copying from and you won't be charged per user or per copy. There are four levels to choose from and fees are calculated by means of simple usage bands.

Three factors determine your fee:

1. Licence level

Choose bronze, silver, silver plus or gold.

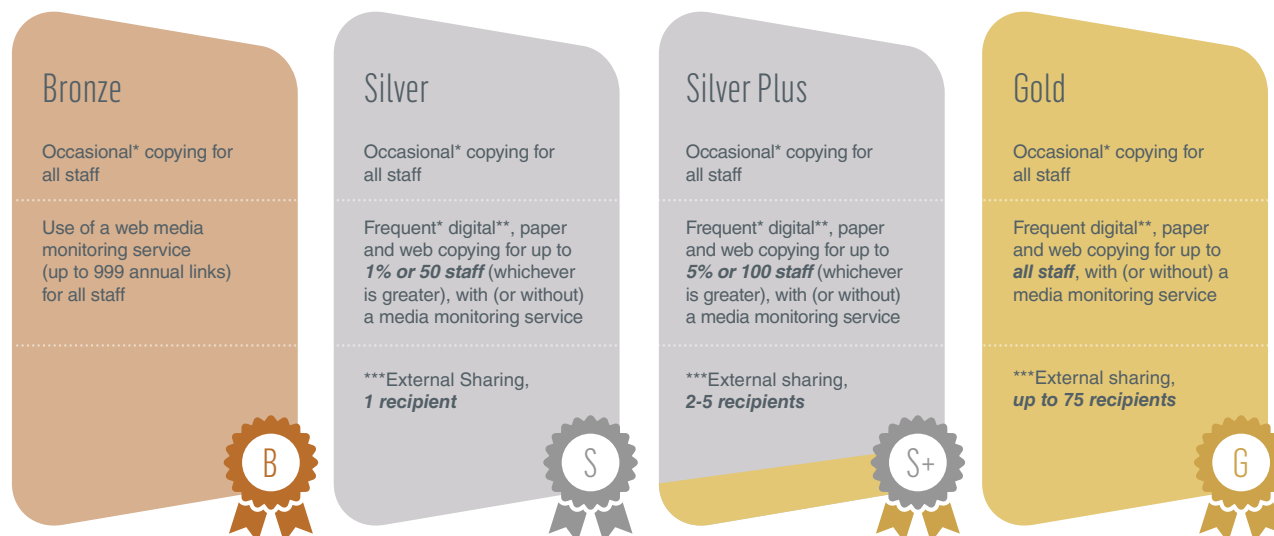
2. Quantity

Choose low, medium, high or very high.

3. Staff band

Choose your band from the price table.

Step 1. Licence level



Step 2. Choose your quantity

The numbers below indicate unique articles and links copied per year (this includes paper, digital and web articles).

Frequency	Min. cuttings	Max. cuttings
Low	0	999
Medium	1,000	9,999
High	10,000	99,999
Very High	100,000	-

Step 3. Choose your staff band

Now you can find your licence fee by choosing the staff band for your organisation, in the table overleaf.

Notes:

*Refer to "Occasional" and "Frequent" definitions in the terms and conditions

** Digital versions of print articles (e.g. scan, email, PDF)

*** An external recipient is defined in terms and conditions as one that provides a professional service to the licensee

N.B. NLA does not license non-UK users of web media monitoring services, so please exclude any such users from your recipient numbers when selecting licence level.

Indemnity - protection against previously unlicensed copying

NLA can cover you for historic unlicensed copying in the form of an indemnity. This legitimises earlier activity and is calculated using the current Price List.

To confirm the indemnity fee payable, please advise NLA of the date on which your organisation's copying commenced (noting that indemnity fees are subject to a maximum duration of six years in accordance with the Limitation Act 1980*).

If your organisation's copying habits or licence coverage details have changed over the applicable time, please provide further information regarding such variation, as this may increase or decrease the fees quoted.

Price Table

Price on application for organisations with more than 75,000 staff.

Bronze	
Staff Band	
1-5	£217
6-25	£246
26-50	£338
51-100	£522
101-500	£1,012
501-1,000	£1,501
1,001-5,000	£3,121
5,001-10,000	£5,076
10,001- 25,000	£6,605
25,001-50,000	£8,408
50,001-75,000	£10,395

Silver				
Staff Band	Low	Medium	High	Very High
1-5	£345	£690	£1,380	£2,760
6-25	£602	£1,204	£2,408	£4,816
26-50	£1,116	£2,232	£4,464	£8,928
51-100	£1,757	£3,514	£7,028	£14,056
101-500	£3,467	£6,934	£13,868	£27,736
501-1,000	£5,138	£10,276	£20,552	£41,104
1,001-5,000	£10,701	£21,402	£42,804	£85,608
5,001-10,000	£17,502	£35,004	£70,008	£140,016
10,001- 25,000	£22,764	£45,528	£91,056	£182,112
25,001-50,000	£29,055	£58,110	£116,220	£232,440
50,001-75,000	£35,857	£71,714	£143,428	£286,856

Worked example

A business with 95 staff, receives content from a 3rd party media monitoring organisation (1,800 digital cuttings of print material and around 2,300 web links annually), and shares it among 10-15 staff regularly. They also share some content with one person externally (at their PR agency). This puts them in Silver level (fewer than 50 staff view the material), and Medium quantity (between 1,000-9,999 articles are shared), with an annual fee of £3,514 +VAT.

Silver Plus				
Staff Band	Low	Medium	High	Very High
1-5	£432	£864	£1,728	£3,456
6-25	£1,029	£2,058	£4,116	£8,232
26-50	£1,971	£3,942	£7,884	£15,768
51-100	£3,126	£6,252	£12,504	£25,008
101-500	£6,121	£12,242	£24,484	£48,968
501-1,000	£9,073	£18,146	£36,292	£72,584
1,001-5,000	£18,872	£37,744	£75,488	£150,976
5,001-10,000	£30,809	£61,618	£123,236	£246,472
10,001- 25,000	£40,137	£80,274	£160,548	£321,096
25,001-50,000	£51,175	£102,350	£204,700	£409,400
50,001-75,000	£63,243	£126,486	£252,972	£505,944

Gold				
Staff Band	Low	Medium	High	Very High
1-5	£1,194	£2,388	£4,776	£9,552
6-25	£2,387	£4,774	£9,548	£19,096
26-50	£4,652	£9,304	£18,608	£37,216
51-100	£7,453	£14,906	£29,812	£59,624
101-500	£14,663	£29,326	£58,652	£117,304
501-1,000	£21,698	£43,396	£86,792	£173,584
1,001-5,000	£45,296	£90,592	£181,184	£362,368
5,001-10,000	£73,902	£147,804	£295,608	£591,216
10,001- 25,000	£96,190	£192,380	£384,760	£769,520
25,001-50,000	£122,771	£245,542	£491,084	£982,168
50,001-75,000	£151,735	£303,470	£606,940	£1,213,880

Extended Access

Retain access to content for up to 365 days

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Cost: Extended Access is optional, and is priced at 10% of your overall licence cost (excluding indemnity fees)

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Cost: Indefinite Access is optional, and is priced at 30% of your overall licence cost (excluding indemnity fees)

Worked example

A business with 95 staff receives content from a 3rd party media monitoring organisation (1,800 digital cuttings of print material and around 2,300 web links annually), and shares it among 10-15 staff regularly. They also share some content with one person externally (at their PR agency). This puts them in Silver level (fewer than 50 staff view the material), and Medium quantity (between 1,000- 9,999 articles are shared), with an annual fee of £3,514 +VAT.

Silver Medium	£3,514
Extended Access	£351.40
Total Licence fee	£3,865.40

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Silver Medium	£3,514
Indefinite Access	£1,054.20
Total Licence fee	£4,568.20