

ROYAL MAIL GROUP – ADDRESS MANAGEMENT UNIT

MULTIPLE RESIDENCE CORPORATE GROUP LICENCE

Introduction

- This Licence allows the licensee to permit use of Multiple Residence by eligible members of its corporate group.
- Details of other licences available for the use of Multiple Residence can be found at the PAF® Licensing Centre.

1. GRANT

- 1.1 Royal Mail grants a non-transferable, non-exclusive, limited, revocable right for the Term to each Permitted User to use Multiple Residence for its own internal use and for sharing with other Permitted Users for their internal use only, subject always to payment of the appropriate Licence Fees and only in accordance with the End User Terms and any additional user terms which may apply.
- 1.2 Permitted Users may not use Multiple Residence under this Licence unless they are party to a valid data supply agreement (available from the PAF® Licensing Centre or via a Solutions provider).
- 1.3 The rights granted to use Multiple Residence under this Licence do not permit any act which is licensed by Royal Mail under another of its Standard Multiple Residence Licences.
- 1.4 Permitted Users may use Solutions to exercise the rights granted further to clause 1.1, subject to the terms of this Licence.
- 1.5 The rights of Permitted Users to use Multiple Residence are only those set out in this clause and Permitted Users may not sublicense those rights except in accordance with this Licence.

2. PERMITTED USERS

- 2.1 You may register Group Members (including you) as Permitted Users by following the Sign-Up Process.
- 2.2 Group Members will be Permitted Users on completion of Licence Registration and cease to be Permitted Users from the date on which:
 - 2.2.1 you notify Royal Mail that you no longer wish such entity to be a Permitted User; or, if earlier,
 - 2.2.2 they:
 - (a) cease to be a Group Member, or
 - (b) become Insolvent.
- 2.3 You will notify Royal Mail as soon as is practicable (and in any event within 10 Working Days) where a Group Member ceases to be a Permitted User by operation of clause 2.2.2.
- 2.4 With effect from the Relevant Date a Group Member has no rights under this Licence to use Multiple Residence and you will procure that Permitted Use Ceases.

3. TERM

- 3.1 This Licence shall commence on the Effective Date and continue for one year, after which, subject to clause 3.2, it shall automatically renew for further periods of one year.
- 3.2 Either Party may end this Licence by notifying the other Party in writing at least three months before the end of the applicable Licence Year.

4. CONDITIONS OF USE OF MULTIPLE RESIDENCE

- 4.1 Each Permitted User's right to use Multiple Residence under this Licence is subject to their compliance with the End User Terms.
- 4.2 Where a Permitted User wishes to provide a Bureau Service, the terms in Schedule 4 will apply.
- 4.3 Permitted Users may use Multiple Residence within a Closed User Group and authorise its use by Group Members subject to the terms of Schedule 5.

Schedule 5

Closed User Groups

1. You must notify Royal Mail further to clause 4.3 of:
 - (a) Permitted Users exercising Closed User Group Rights and the relevant CUG Purpose, and
 - (b) details of CUG Members.
2. In respect of Closed User Groups you must ensure that Multiple Residence is not used:
 - (a) by any person other than a CUG Member, except as this Schedule expressly permits, and
 - (b) in an electronic communications network except where that network is controlled by the CUG Owner and is subject to technical and security restrictions preventing access to it by persons who are not CUG Members.
3. You must ensure that Royal Mail or its authorised agents is granted a right of entry on reasonable prior notice during working hours to the premises of CUG Owners and each member of the relevant Closed User Group for the purposes of inspection of such premises and the systems, accounts and records maintained there for the purpose of monitoring compliance by such persons with the terms of this Schedule.
4. The End User Terms apply to use of Multiple Residence by CUG Owners and CUG Members subject to and as varied by the following use restrictions:
 - (a) Data Extraction is not permitted,
 - (b) the provision of access to Solutions for the purposes of capturing and confirming address details of third parties is permitted provided that:
 - (i) such use is for the CUG Purpose, and
 - (ii) such third parties are customers or potential customers of the relevant Business Partner.
 - (c) Licence Fees, as calculated in accordance with the table below and paragraph (a), are payable in respect of each Closed User Group authorised by you, and are capped at **£3,690** per Closed User Group per year:

Option	Fee (£ excluding VAT)	Payable
User	10.20	Per year
Multiple User Block	612.00	Per year

- (a) Licence Fees in respect of each Closed User Group authorised by you are calculated on a per User basis and
 - (i) you must ensure that only Users in respect of whom you have paid Licence Fees use Multiple Residence;
 - (ii) you may calculate usage by User through any number of Users and Multiple User Blocks; and
 - (iii) you may calculate Licence Fees by using a "**Multiple User Block**" being a block of up to 300 Users.
- (b) Where Licence Fees on a User basis have been paid in a licence fee year and additional Users are required, further Licence Fees payable may be pro-rated for part of the licence fee year on the basis described on the PAF® Licensing Centre.