

Importing rights

The rights imports allow you to integrate the statements of PROs and your sub-publishers.

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The rights are linked to a **rights provider**, called a **third party** in the Sage.

When importing the file, you must know the sender in order to indicate it in Third Party, as well as choose the appropriate filter. The filter is named after the rights provider. A Third Party may have more than one file type. This is how we have four filters for SACEM, for example, as they can send several different formats. If you do not find a filter corresponding to your rights provider, please send us the file with the name of the provider.

Unlike catalog imports, rights imports are done in two stages to allow you to manage the time allocated to matching:

- pre-import
- Matching

The pre-import

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1/ Indicate the Third Party

2/Select your file (s) to import

3/Choose the appropriate filter (this can be preconfigured in The Sage configuration)

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1/ Rights dates: allows you to force a date of reception of rights on all imported lines and indicate one when the file doesn't contain the information. It is always a good idea to indicate a date.

2/Currency: if nothing is entered, the currency will be the default currency indicated in the Settings.

3/ Share to keep: if you want to deduct a percentage on all the lines of rights

4/ Counter value: this is the amount actually received, in your currency if the file is in a foreign currency.

5/ Filter on a condition: by indicating a condition you can only import the lines of rights that answer that condition.

6/ Force a rights tag: forcing a rights tag then allows you to create a rights condition to pay the imported lines of right.

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If an error message appears and the file analysis remains blocked, please send us a screenshot, the file being imported, as well as the name of the filter you have selected. The files of your rights providers evolve and we have to adapt the filters accordingly.

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A summary of the number of imported lines as well as the amount present in the file appears. ActiveZone is the zone used inside the filter to import the data of your file. It is important to make sure that the amount found matches the amount indicated in the PDF file sent by your rights provider. Otherwise, do not hesitate to contact us to make sure that it is not an error in the filter but an error in the file transmitted by the third party.

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Import completed

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