



## ***My Details & My Financial Details***

**- Your membership account in the GEMA Portal -**



# THE GEMA ONLINE SERVICE *MY MEMBERSHIP ACCOUNT*

- The online service **My Membership Account** is located in the GEMA online portal and consists of the services **My Details** and **My Financial Details**.

They provide the following options to members and authorised representatives:

- **Read and write access to your master data and that of your authorising parties**
- **Viewing, filtering, downloading and printing of transactions, advance payments, assignments & distrains (retroactive from 01/01/2012) and of the status report**
- **Printing and filtering of account statements retroactively from 01/04/2001**
- **A dedicated mailbox for receiving and sending your messages**

# THE GEMA ONLINE PORTAL WELCOME PAGE – LOGIN

 Price calculator Search repertoire Register Contact  LOGIN DE | EN

## Login

Please log in with your e-mail address and your password.

E-mail address  
mamu@cpal.local

Password  
••••••••

Login

Not yet registered  
or  
Forgot password  
Forgot e-mail address

# MY DETAILS

The service **My Details** contains the **master data of the members**.

The screenshot displays the GEMA 'My dashboard' interface. At the top left is the GEMA logo. The header includes the user name 'Benedikt Moritz Scheef-Podium' and navigation links for 'My dashboard', 'Contact', and language options 'DE | EN'. The main heading is 'My dashboard' with a welcome message: 'Welcome, Benedikt Moritz Scheef-Podium! You are logged in as a Music author'. Below this is a grid of menu items:

My messages	My royalties	My details <span>new</span>
My repertoire	My Setlists	My financial details
Work declaration	Search repertoire	

# OVERVIEW OF THE SERVICE *MY DETAILS*

The image shows a user interface for a service named 'My details'. It features a vertical list of sections, each in a white box with a light gray border. The sections are: 'My details' (title), 'Benedikt Moritz Scheef-Podium' (with contract number and a 'Change contract account' link), 'My user information' (with fields for Name and E-mail address), 'My membership details', 'My pseudonyms', 'My contact details', 'My addresses' (with an 'Add address' link), 'My tax details', and 'My bank details'.

## My details

Benedikt Moritz Scheef-Podium  
Contract number: 0045117010 [Change contract account](#)

### My user information

Name	E-mail address (username)
Benedikt Moritz Scheef-Podium	scheef-pod@opal.local

### My membership details

### My pseudonyms

### My contact details

### My addresses [Add address](#)

### My tax details

### My bank details

# MY USER INFORMATION

**My User Information** shows the data you used to log in to your online account. You can change the e-mail address stored here at any time.

## My user information

**Name**

Benedikt Moritz Scheef-Podium

**E-mail address (username)**

scheef-pod@opal.local

# MY MEMBERSHIP DETAILS

In the section **My Membership Details**, you have access to your membership details and those of your authorising parties and change them.

### My membership details

<b>Salutation</b>	<b>Title</b>
Herr	No data provided
<b>Name</b>	<b>First name</b>
Scheef-Podium	Benedikt Moritz
<b>IP-Base-Number</b>	<b>Professional category / membership status</b>
I-001401647-6	Composer / affiliated member
	Lyricist / affiliated member

[Edit](#)

# MY PSEUDONYMS

The field **My Pseudonyms** contains your currently valid pseudonyms. However, for data protection reasons, the pseudonyms of the authorising party are not visible to authorised representatives.

## My pseudonyms

Name / IP-Name-Nr.

BENE MO / 292037862



# MY CONTACT DETAILS

**My Contact Details** provides you with an overview of the contact details stored for you or your authorising parties, such as mobile/telephone number and e-mail address.

### My contact details

(Mobile) Phone	E-Mail
0171 1967604	benedikt-scheef@gmx.de

[Edit](#)

# MY ADDRESSES

**My Addresses** allows you to view your valid main address and any different tax residence. It is possible to change both types of address for your details as well as those of your authorising parties. A valid main address must be stored for each member. When entering a c/o address, the additional entry of a valid tax residence is required or the c/o address must be confirmed as such.

My addresses [Add address](#)

44143 Dortmund Standard address Tax residence

Street	Number
Robert-Koch-Str.	51
Post code	Town/City
44143	Dortmund
Country	Additional address details (optional)
Germany	No data provided

[Edit](#) [Delete](#)

# MY TAX DETAILS

In the section **My Tax Details**, you will see your tax status, your tax number and all other tax details relevant to you as well as those of your authorising parties, which you can of course change if necessary.

## My tax details

Name of the taxable person

Benedikt Moritz Scheef-Podium

TIN

No data provided

Tax number

5314/5162/0731

VAT number

No data provided

VAT registered

Yes

VAT number

Reduced VAT share: 100%

Pay out VAT

Yes

[Edit](#)

# MY BANK DETAILS

Under **My Bank Details**, you can view your bank details and those of your authorising parties and change them.

## My bank details

Sparkasse Dortmund

**Account holder**

Benedikt Moritz Scheef

**BIC**

DORTDE33XXX

**IBAN**

xxxxxxxxxxxxxxxxxxxx3404

**Name of the bank**

Sparkasse Dortmund

[Edit](#)

# POWERS OF ATTORNEY

Under the section **Powers of Attorney**, only the member himself/herself will receive a list of the designated authorised representatives as well as an overview of the rights granted in detail and the starting date of their entry into force.

Powers of attorney	
Deutscher, Peter	Agent
El Moussaoui-Podium, Mohamed	Principal
Kurz-Podium, Ursula	Principal
Zuckowski-Podium, Alexander	Principal

# SWITCHING BETWEEN CONTRACT ACCOUNTS

You can **switch** between your contract accounts and the contract accounts of your principals by clicking on the button **Change contract Account**. Within the service **My Details** you can simply select which account you want to view or edit.

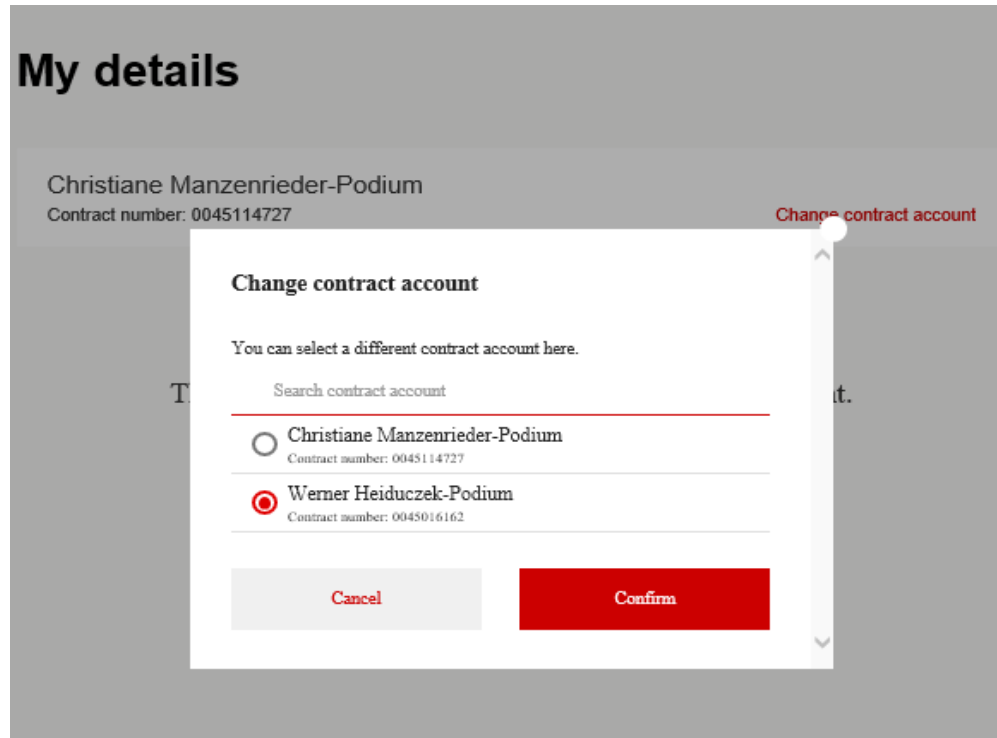
## My details

Benedikt Moritz Scheef-Podium  
Contract number: 0045117010

[Change contract account](#)

# SWITCHING BETWEEN CONTRACT ACCOUNTS

By clicking on the corresponding contract account and then on the button **Confirm** , you can switch directly to the available data of the selected account.



# MY FINANCIAL DETAILS

This service includes **transactions, account statements, advance payments, assignments** and **distrains** and last but not least the **status report**.

The screenshot shows the GEMA user interface. At the top left is the GEMA logo. The top right navigation bar includes 'My dashboard', 'Contact', and a user profile icon with 'DE | EN' and a notification bell. The main header area says 'Benedikt Moritz Scheef-Podium' and 'My dashboard'. Below this, a welcome message reads: 'Welcome, Benedikt Moritz Scheef-Podium! You are logged in as a Music author'. A grid of menu items is displayed:

My messages	My royalties	My details
My repertoire	My Setlists	My financial details <span>new</span>
Work declaration	Search repertoire	

A red arrow points to the 'My financial details' menu item.








# OVERVIEW OF THE SERVICE *MY FINANCIAL DETAILS*

## Contract accounts

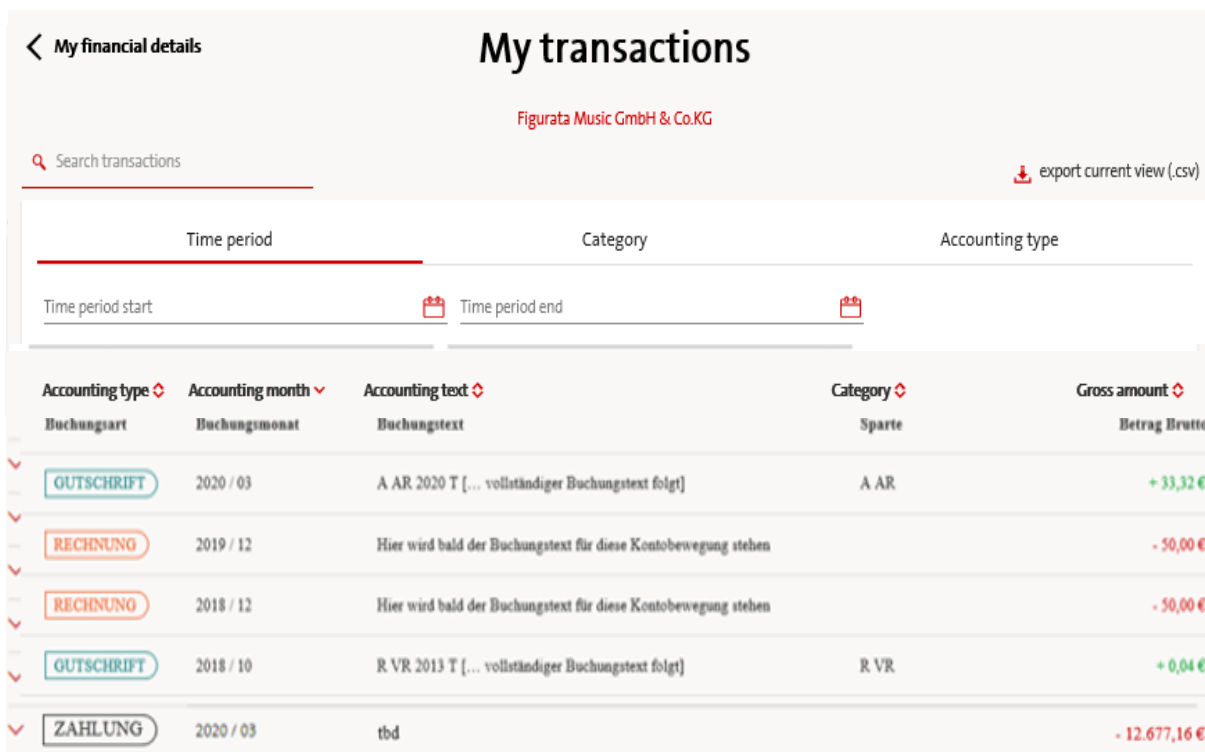
Koch Musikverlage GmbH  
Contract number: 0045076037 [Change contract account](#)

## Account overview

 My transactions	- 655.100,45 €
<a href="#">&gt; To my transactions</a>	
 My account statements	
<a href="#">&gt; To my account statements</a>	
 My status report	
<a href="#">&gt; To my status report</a>	
 My advance payments	still to be repaid 0,00 €
<a href="#">&gt; To my advance payments</a>	
 My assignments / distraints	still to be repaid 0,00 €
<a href="#">&gt; To my assignments / distraints</a>	

# MY TRANSACTIONS

Under this header, you can view your **credits, invoices, payments** and **settlements** as well as those of your authorising parties with retroactive effect from 01/01/2012.



My financial details

## My transactions

Figurata Music GmbH & Co.KG

Search transactions

export current view (.csv)

Time period	Category	Accounting type		
Time period start	Time period end			
Accounting type	Accounting month	Accounting text	Category	Gross amount
Buchungsart	Buchungsmonat	Buchungstext	Sparte	Betrag Brutto
GUTSCHRIFT	2020 / 03	A AR 2020 T [... vollständiger Buchungstext folgt]	A AR	+ 33,32 €
RECHNUNG	2019 / 12	Hier wird bald der Buchungstext für diese Kontobewegung stehen		- 50,00 €
RECHNUNG	2018 / 12	Hier wird bald der Buchungstext für diese Kontobewegung stehen		- 50,00 €
GUTSCHRIFT	2018 / 10	R VR 2013 T [... vollständiger Buchungstext folgt]	R VR	+ 0,04 €
ZAHLUNG	2020 / 03	tbd		- 12.677,16 €

# FILTERING TRANSACTIONS

Filter the transactions based on booking type, period and usage category etc. - depending on your requirements.

The screenshot shows a web interface for "My transactions" for "Figurata Music GmbH & Co.KG". It features a search bar, an "export current view (.csv)" button, and a table of transactions. A dropdown menu is open under the "Accounting type" header, listing "Gutschrift", "Rechnung", "Verrechnung", and "Zahlung".

	Time period	Category	Accounting type	Gross amount	
✓	GUTSCHRIFT	2020 / 04	R 2019 V	R	- 3.434,00 €
✓	GUTSCHRIFT	2020 / 04	FS 2019 V	FS	- 148.601,77 €
✓	VERRECHNUNG	2020 / 04	Verrechnung Vorauszahlung NR. ( 000003 )		+ 74.379,99 €
✓	GUTSCHRIFT	2020 / 03	Vorauszahlung NR. ( 000003 )		- 74.379,99 €
✓	ZAHLUNG	2020 / 03	tbd		- 74.379,99 €
✓	ZAHLUNG	2020 / 03	tbd		- 37.786,20 €
✓	VERRECHNUNG	2020 / 03	Verrechnung Vorauszahlung NR. ( 000003 )		+ 61.424,99 €

# EXPORTING TRANSACTIONS

Transactions can also be downloaded and printed.

**My transactions**  
Figurata Music GmbH & Co.KG

Search transactions export current view (.csv)

Time period Category Accounting type

Choose accounting type

**Export current view**  
✓ Download available  
**Download**

Accounting type	Accounting month	Category	Gross amount
ZÄHLUNG	2020 / 04		- 77.655,78 €
GUTSCHRIFT	2020 / 04		- 3.434,00 €
GUTSCHRIFT	2020 / 04	FS 2019 V	- 148.601,77 €
VERRECHNUNG	2020 / 04	Verrechnung Vorauszahlung NR. ( 000003 )	+ 74.379,99 €
GUTSCHRIFT	2020 / 03	Vorauszahlung NR. ( 000003 )	- 74.379,99 €
ZÄHLUNG	2020 / 03	tbd	- 74.379,99 €
ZÄHLUNG	2020 / 03	tbd	- 37.786,20 €

# ACCOUNT STATEMENTS

This section allows you to **view your account statements** and those of your authorising parties, also retroactively since the beginning of your membership or that of power of attorney.

< My financial details

## My account statements

Marcus Schmahl

2020			↗
Creation date	Time period		⬇
04/03/2020	01/01 - 29/02/2020		
2019			↙
2018			↙
2017			↙

# DOWNLOADING & PRINTING ACCOUNT STATEMENTS

The **download and printout function for the account statements** is also accessible here.

The screenshot shows a mobile application interface for "My account statements". At the top left, there is a back arrow and the text "My financial details". The main title is "My account statements" and the user's name "Marcus Schmahl" is displayed below it. A table lists account statements for the years 2020, 2019, 2018, and 2017. The 2020 entry is highlighted and has a modal dialog open over it. The dialog is titled "Download account statement" and contains a red checkmark icon, the text "Download available", and a red "Download" button. A red 'X' icon is visible in the top right corner of the dialog, and a download icon is visible in the top right corner of the 2020 row.

Year	Creation date	Time period	Download icon
2020	04/03/2020	01/01 - 29/02/2020	Download icon
2019			Download icon
2018			Download icon
2017			Download icon

# THE ACCOUNT STATEMENT AT A GLANCE

**The Account Statement - made easy:**

[https://www.gema.de/fileadmin/user\\_upload/Musikurheber/Informationen/20190702\\_The\\_Account\\_Statement.pdf](https://www.gema.de/fileadmin/user_upload/Musikurheber/Informationen/20190702_The_Account_Statement.pdf)

**List of Abbreviations:**

[https://www.gema.de/fileadmin/user\\_upload/Musikurheber/Informationen/Kontoauszug\\_hinweise.pdf](https://www.gema.de/fileadmin/user_upload/Musikurheber/Informationen/Kontoauszug_hinweise.pdf)

# STATUS REPORT

The **Status Report** shows the royalty income per year, divided into usage categories per year - also retroactively from 01/01/2012; the activation for access depends on the individual membership duration and/or the date of the beginning of the power of attorney.

My financial details		My status report											
		Alexander Zockowski-Podium										export (.csv)	Print page
Usage Sector	Category	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Ausland	A AR	17.879,39 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €
	A VR	9.061,99 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €
<b>Sum</b>		<b>26.941,38 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>
Online	KMOD	5,33 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €
<b>Sum</b>		<b>17.150,14 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>
<b>Total amount</b>		<b>190.814,83 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>
<b>Special account total</b>		<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>
<b>Total without special account</b>		<b>190.814,83 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>



# DOWNLOADING & PRINTING THE STATUS REPORT

The **Status Report** can of course also be downloaded and printed. You can also export it as a CSV file.

My financial details		My status report												export (.csv)	Print page
Usage Sector	Category	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009		
Ausland	A AR	17.879,39 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €		
	A VR									0,00 €	0,00 €	0,00 €	0,00 €		
Sum										0,00 €	0,00 €	0,00 €	0,00 €		
Online	KMOD									0,00 €	0,00 €	0,00 €	0,00 €		
	KMOD VR									0,00 €	0,00 €	0,00 €	0,00 €		
	MOD D 1.Hj.	2.439,54 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €		
	MOD D 2.Hj.	1.026,73 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €		
	MOD D VR 1.Hj.	5.156,97 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €		
	MOD D VR 2.Hj.	2.016,65 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €		

**Export current view**

Download available

[Download](#)

## ADVANCE PAYMENT(S)

This section includes **advance payment(s)** granted, already repaid and still to be repaid. You can access all information regarding the advance payments granted to your authorising party here. Advance payments granted before 2016 are only visible to authorised representatives if they are still to be repaid and the power of attorney had already been granted from 2016. Advance payments granted before 2016 and already repaid are not visible to authorised representatives, but those granted before 2016 and still to be repaid are. The start date of a power of attorney can be freely chosen or changed at any time.

# ASSIGNMENTS / DISTRAINTS FROM THE DEBTOR'S PERSPECTIVE

Here you will find all information on **assignments and distrains** in which you or, if applicable, your authorising party are documented as a debtor or creditor. This way, you can see receivables that have already been fully or partially repaid, as well as the outstanding receivable.

Receivables documented before 2016 are only visible to authorised representatives if they are still to be repaid and the power of attorney had already been granted from 2016.

Advance payments documented before 2016 and already repaid are not visible to authorised representatives, but those documented before 2016 and still to be repaid are.

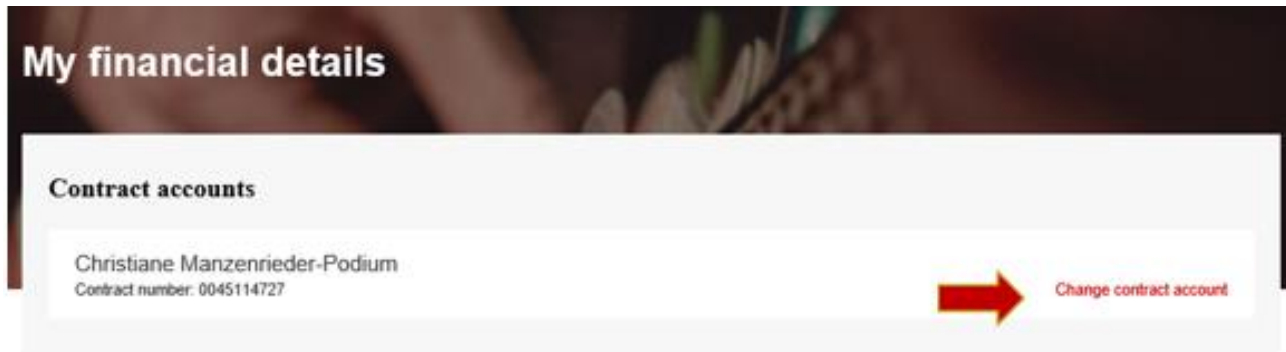
The start date of a power of attorney can be freely chosen or changed at any time.

## ASSIGNMENTS / DISTRRAINTS FROM THE CREDITOR'S PERSPECTIVE

The amount still to be received by the creditor is shown in **green**. The presentation of assignments and distraints from the creditor's perspective is subject to the same proportionality as that from the debtor's point of view.

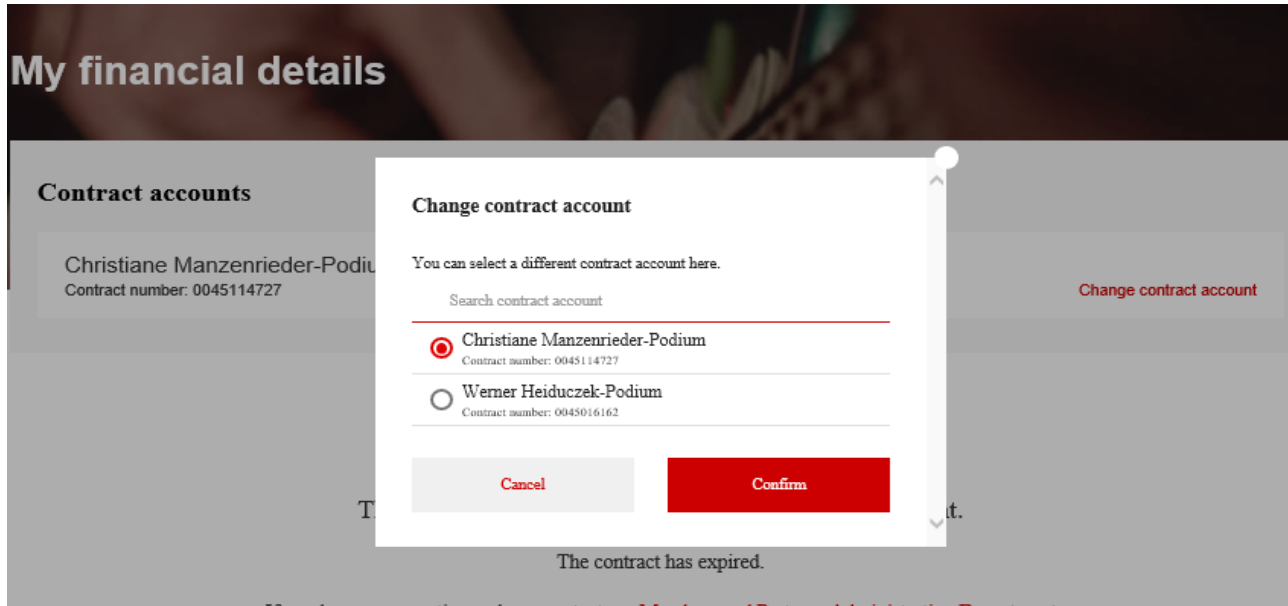
# SELECT CONTRACT ACCOUNT

Within the service **My Financial Data**, it is also possible to switch between your and your authorising party's contract accounts by clicking on the Change contract account button.



# SWITCHING CONTRACT ACCOUNT

By clicking on the corresponding contract account and then on the button *Confirm* , you can switch directly to the available data of the selected account.



# FULL GENERAL LOCKOUT

Some circumstances trigger a full lockout of all - or a partial lockout of some online services within your member account.

A **Full General Lockout** means that access can not be granted to all services within the member account (any longer). Please contact us if you have any questions.



This service is locked for the selected contract account.

If you have any questions, please contact  [Members and Partners Administration Department](#)  
or call us at  +49 (0) 30 21245-600.

## **ADDRESS DETAILS LOCKOUT**

Address details are not up to date or not yet available and need to be completed; only after updating them, access to *My Financial Details* will be possible again.

This service is locked for the selected contract account.

Please update the **address details**.

Should you not have the respective power of attorney/authorisation, please contact your authorising party.

If you have any questions, please contact **Members and Partners Administration Department**  
or call us at **+49 (0) 30 21245-600**.



# ***BANK DETAILS LOCKOUT***

Bank details are not up to date or do not yet exist and need to be completed; only after updating them access to *My Financial Details* will be possible again.

**Contract accounts**

Benedikt Moritz Scheef-Podium  
Contract number: 0045117010



[Change contract account](#)



This service is locked for the selected contract account.

Please update the **bank details**.

Should you not have the respective power of attorney/authorisation, please contact your authorising party.

If you have any questions, please contact  **Members and Partners Administration Department**  
or call us at  **+49 (0) 30 21245-600.**

## ***CONTRACT EXPIRED LOCKOUT***

In general, each contract remains "inactive" for one year after termination, as payments can still be made within the following year according to the distribution plan. After this subsequent year has lapsed, the contract is considered to have expired and the contract account is locked completely.

This service is locked for the selected contract account.

The contract has expired.

If you have any questions, please contact the  
**Members and Partners Administration Department**  
or call us at **+49 (0) 30 21245-600.**

# ***COPYRIGHT PROTECTION PERIOD EXPIRED LOCKOUT***

**The term of protection has expired.** The term of protection expires after 70 years, calculated from the date of death of the deceased member. From 1 January of the 71st year, the contract is completely locked and none of the services can be accessed any longer.

**Contract accounts**

Benedikt Moritz Scheef-Podium  
Contract number: 0045063301

[Change contract account](#)



This service is locked for the selected contract account.

The copyright protection has expired.

If you have any questions, please contact  **Members and Partners Administration Department**  
or call us at  **+49 (0) 30 21245-600.**

# NO RIGHTS LOCKOUT

The necessary rights to access the financial details are not available. The reason for this can be, for example, a lack of power of attorney.

**Contract accounts**

Mohamed El Moussaoui-Podium  
Contract number: 0045069747

[Change contract account](#)



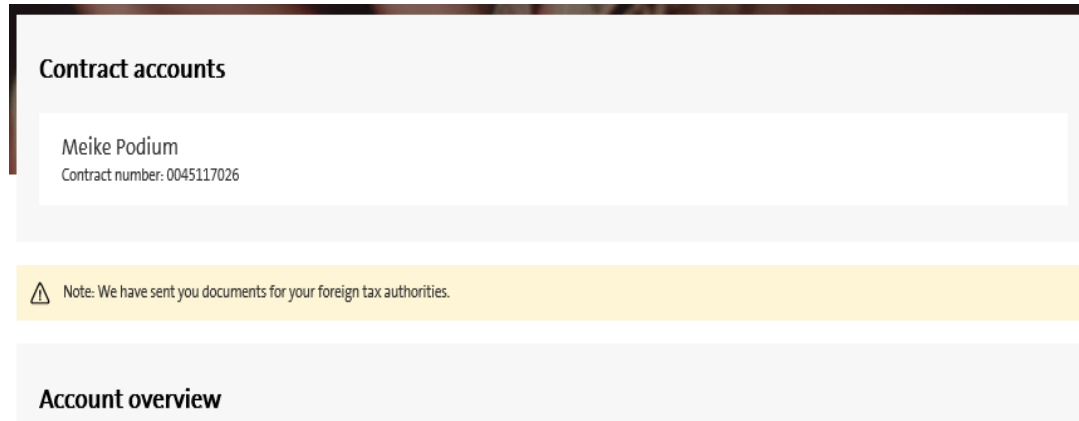
You do not have the required access privileges to view the financial details of this contract.

If you have any questions, please contact  [Members and Partners Administration Department](#)  
or call us at  +49 (0) 30 21245-600.

# NOTE ON THE CERTIFICATE OF EXEMPTION


Royalties for members with tax domicile or residence abroad are subject to withholding tax, unless the Federal Central Tax Office has issued a (regularly limited) tax exemption certificate at the request of the member. GEMA will send you an application in the following cases:

- ✓ For admission of a member residing abroad
- ✓ When a member moves from Germany to another country
- ✓ The tax exemption certificate issued to the member by the Federal Central Tax Office expires in approximately 9 months.
- ✓ The member has not yet applied for an exemption, but would like to apply for one in the future.



**Contract accounts**

Meike Podium  
Contract number: 0045117026

 Note: We have sent you documents for your foreign tax authorities.

**Account overview**