**SCHEDULE – SASINES MINUTES DATA**

This Schedule, together with the Standard Terms and Conditions for Registers of Scotland Data Services, will form the Contract for the supply of the Sasines Minutes Data unless otherwise specified.

1. **Customer**
2. [insert customer name]
3. [Insert customer address]
4. [insert contact name(s) and contact information]
5. **Service**
6. There are 3 types of Sasines Minutes Data Report available as part of this service:
* the Continuing Sasines Minutes Data Report (a monthly report containing current data from the last available calendar month)
* the Current Sasines Minutes Data Report (contains 12 months of data up to and including the last available calendar month)
* the Historic Sasines Minutes Data Report (contains data for a given calendar month where that data is over 12 months old)
1. We will supply you with *[all 3 types of report/the current and/or Continuing Sasines Minutes Data Report only]* for *[every registration county in Scotland/insert specific counties supplied]. The Historic Sasines Minutes Data Report Data Report will cover data from [insert date] to [insert date].*
2. All reports comprise a data file containing details of the minutes of all applications that were lodged with us for recording in the General Register of Sasines within a given calendar month.
3. All historic Data that has been issued to you by us prior to the date of commencement of this Contract will be subject to all the terms and conditions of this Contract. All prior Licences and Contracts are superseded by this Contract. *[Delete if not applicable]*
4. **Delivery**
5. The Continuing Sasines Minutes Data Report will be delivered to you approximately one to two months after the end of the calendar month covered by the report, via a secure server to which access is provided via a user name and password.
6. Current and Historic Sasines Minutes Data Reports from *[insert date that data is to be taken from]* until *[insert date]* will be provided to you with the current month of available Data.
7. **Permitted use**
8. The Data within the Report is supplied for the following purpose*[s]*:
* *[To allow you to develop the following service: [insert full details of service].*
1. The Data must not be used for any other purpose without our prior written agreement.
2. You are expressly prohibited from selling the Report or any part of it to third parties or allowing the download of bulk Data from the report.
3. You are expressly prohibited from publishing the names of individuals included within the Report or allowing the download of Data containing names of individuals.
4. You will be the first point of contact for your customers if there are any queries about RoS data used in services provided by you. All websites (if any) and other services provided by you should contain point of contact details for customers. If necessary, any queries can then be channelled to RoS via your point of contact

1. **Start date**
2. The Service will commence on *[insert date]*.
3. **Price**
4. The following prices are applicable:
* £378 plus VAT per month for the Continuing Sasines Minutes Data Report
* £378 plus VAT per month for the Current Sasines Minutes Data Report 12 months @ £378 per month = £4,536 plus VAT
* £50 plus VAT per month for the Historic Sasines Minutes Data Report *[insert number]* months @ £50 per month = £*[insert value]* plus VAT
1. The Current and Historic Data will be invoiced in advance. The Data will not be released until this invoice is paid. The Continuing Sasines Minutes Data Report will be invoiced on a *[monthly/ quarterly/annual* basis in *arrears/advance]*.

Signed on behalf of Registers of Scotland by: …………………………

Full Name (In Capitals)   ………………………….

Title     …………………………..

Date    ……………

Signed on behalf of *[insert name of company]* by: …………………………

Full Name (In Capitals)   ………………………….

Title     …………………………..

Date    ……………