

Verification of Average Monthly Active Recipients

Hosting Service Providers

Introduction

In accordance with Part 1 of the [Levy Reconciliation Process](#) published by Coimisiún na Meán (the “**Commission**”), the verification of Average Monthly Active Recipients (“**AMARs**”) will be undertaken by the Commission as set out below.

Following receipt of a provider’s statement confirming Logged-in AMARs (its “**AMARs Statement**”), the Commission shall review the AMARs Statement in order to satisfy itself that the provider has accurately recorded its number of Logged-in AMARs.

A template AMARs Statement is appended at Appendix A hereto. Additionally, the Commission may, in accordance with the provisions of the relevant levy order, require a provider to furnish the Commission with copies of such records relevant to the calculation and payment of a levy, or to permit the Commission (or a nominee) to inspect such records, which includes records relevant to the preparation of a provider’s AMARs Statement, which a provider is required to retain pursuant to the relevant levy order.

Timeline

Regarding the levy reconciliation process for the levy period from 1 January 2026 to 31 December 2026, we request each provider to submit its AMARs Statement by 30 June 2026 to levy@cnam.ie.

Queries in relation to the above should be directed to the Commission at levy@cnam.ie.

APPENDIX A – Template AMARs Statement to be completed by a director of the provider

Director of Finance and Procurement
Coimisiún na Meán
1 Shelbourne Buildings
Shelbourne Road
D04 NP20
Ireland

[Date]

Dear Sir/Madam,

Re: [Provider Name] (the “Company”)

In accordance with your request dated [date] we provide the Statement of Average Monthly Active Recipients (“AMARs”) for the period covering [state period] in accordance with Article 12(1) of S.I. No. 602 of 2025, the Broadcasting Act 2009 (Section 21) Levy Order 2025 (the “Levy Order”).

We confirm that the Logged in AMARs, as stated below, are in compliance with the terms as requested by you and in accordance with the provisions of the Levy Order.

The name of each hosting service together with the number of average monthly active recipients (AMARs) of that service in the six-month period up to 17 August 2025, as per Schedule 8 of the Levy Order. Please provide the number in respect of logged in recipients.	
Provide definition of active recipients of the service.	
Outline how the above AMARs were collected, including calculation and tracking methodologies.	

Yours faithfully,

Director