

OFFICIAL
**AOTEAROA
MUSIC CHARTS**

CHART RULES (as at 30 September 2025)

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1. INTRODUCTION AND KEY CHART RULES SUMMARY

INTRODUCTION

The Official Aotearoa Music Charts reflect the most popular singles and albums in Aotearoa each week. They are the only charts endorsed by the music industry and are compiled according to globally recognised guidelines. The Charts are compiled by Recorded Music NZ and published at 4pm every Friday – the first to be published in the world each week.

The Official Aotearoa Music Charts are based on data from a wide range of physical and digital retailers, audio and video streaming services and other outlets (such as gig sales). As well as the Top 40 Singles and Album Charts, Recorded Music NZ also publishes the:

- Top 20 Aotearoa Singles and Albums Charts
- Top 10 Te Reo Māori Singles Charts
- Hot 40 Singles and Hot 20 Aotearoa Singles Charts
- Catalogue and Aotearoa Catalogue Charts.

The Official Aotearoa Music Charts represent the broad interests of all sound recording rights holders, record companies and services delivering music to New Zealanders. This set of Chart Rules has been developed to ensure a consistent, fair and responsive industry-wide approach to important issues that affect our industry from time to time – and have been adopted to ensure that all participants in the charting process are aware of the basis on which the Charts are formulated and published.

In producing the Official Aotearoa Music Charts it is recognised that the New Zealand music industry is highly competitive. The Chart Rules enhance competitiveness and seek to ensure that the Charts are reliable and credible, consistent with the objective of assisting competition (by giving relevant information about the popularity of albums, singles and other recorded music products to consumers) to promote and improve customer choice.

The Official Aotearoa Music Charts are compiled and published based on aggregate information received from contributing Information Providers and venue sales by artists and labels. They are published online and also made available to Recorded Music NZ members, the wider music industry, participating data providers and the wider media for dissemination to the general public.

The Official Aotearoa Music Charts reasonably reflect consumer preferences at the time the relevant data is collected. As the Charts are based on a sample of the nation's music consumption choices, they should be taken as a close approximation of the actual market and while checks for accuracy are made, the possibility of errors in supplied data should be recognised.

Product definitions and eligibility criteria apply to each chart. This helps ensure recordings of the same broad description are included in the relevant chart. All record companies and distributors remain free to package, market and distribute their recordings in any way they choose, but products which do not comply with these rules will not be eligible for inclusion in the Official Aotearoa Music Charts.

Recorded Music NZ membership is not a prerequisite for inclusion of a rights holder, label or artist's recordings in the Official Aotearoa Music Charts, but is encouraged.

KEY CHART RULES SUMMARY

What sales and streaming data is included in the Charts?

- Only genuine consumption data is included in the Charts as set out in [Rule 2](#). All data contributors are subject to approval and agree that they must not distort (or seek to distort) the Charts by any means - the procedures to deal with those persons and products found to be in breach of this requirement are set out in [Rule 8](#).
- Only sales and streaming in New Zealand counts towards the Top 40, Catalogue and Aotearoa / Te Reo Māori Charts, while the Hot Charts also includes radio airplay data. Data is only accepted from recognised and approved: physical and digital retailers; audio and video streaming services; other sources e.g. gig sales; and radio stations in the case of the Hot Charts only. The list of regular chart data providers can be found [here](#) and is updated from time to time.
- To ensure data is genuine there are specific eligibility requirements that must be met before Direct-to-Consumer sales data is included in determining the Charts, see [Rule 2.3a](#).

How is streaming data treated, in comparison to physical sales?

- Because buying a Single or Album is different to streaming a track, streaming data is converted into paid sales-equivalent data using a formula regularly reviewed by the Chart Committee as per [Rule 5.3](#). Streaming of tracks for less than 30 seconds and certain non-interactive consumption is excluded from streaming data (see [Rule 5.3.1](#)) and video and audio streams are treated the same.
- The Album charts uses the Stream Equivalent Album (SEA) formula set out in [Rule 5.1\(b\)](#) to determine how many streams equals 1 Album 'sale' (e.g. via download, CD or vinyl). The SEA formula works by first applying the above 'sales' ratio to each of the 10 most streamed tracks on an Album in any given chart week; the 2 most streamed tracks off an Album are then reduced to the average no. of 'sales' of the next 8 tracks on the Album; and finally, the combined sales value of the top 10 tracks off an Album are aggregated and divided by a factor of 10 to reach an SEA 'sales' figure.
- For singles, sales and streams of all versions of a track, including for example remixes, acoustic versions, live versions, sped-up versions, are generally all combined together into one total and one chart position in the Official Chart, see [Rule 5.2](#). For albums, there are specific rules about combining of different versions of Albums set out in [Rule 3.1\(c\)](#) and [Rule 5.1c-e](#)

What product is eligible for the Charts?

- Albums must have a playing time of over 25 minutes OR have five songs or more. Compilations featuring new recordings and tv/movie theme soundtracks may be eligible for the Album Charts (see [Rule 4.1](#) and [Rule 4.3](#))
- Singles are usually a single recording or track (see [Rule 4.2](#))
- Consumption of Albums and Singles in many recognised formats will count towards the Charts (e.g. CD, Vinyl, and on demand and ad supported audio and video streaming). Permitted Album Formats are listed in [Rule 5.1\(a\)](#) and Permitted Single Formats are listed in [Rule 5.2\(a\)](#). See [Rule 5.1](#) – Albums and [Rule 5.2](#) - Singles.
- Issues, questions and disputes regarding the eligibility of releases and sales data are subject to the procedures set out in [Rule 7](#).

What product is eligible for the Top 40 Charts vs the Catalogue Charts?

- The main purpose of the Top 40 Albums and Singles Charts is to list top contemporary music products. Once a Single or Album release reaches 78 weeks (18 months) since its first Charts appearance, it automatically becomes eligible for the Catalogue Chart rather than the Top 40, see [Rule 3.1](#) – Albums and [Rule 3.2](#) – Singles.

- Albums and Singles that have become catalogue may re-enter the Top 40 Charts in certain special circumstances for up to a maximum of 13 weeks, for example where an increase in consumption occurs due to the death of an artist, a re-issue including new material, viral social media moments or memes, or high profile film, television or advertising placements or other significant coverage in national media. See [Rule 3.7](#)
- Where an Album product (e.g. a greatest hits or re-released or expanded or extended version of an album) contains a mix of new recordings and recordings first released more than 36 months prior to the product release date, the Album must contain at least 75% New Recordings to be eligible for the Top 40 Album Chart. If not, it will appear in the Catalogue Album Chart, except in certain instances where it meets specific re-entry criteria which means it may re-enter the Top 40 Charts for a maximum of 13 weeks. See [Rule 3.1\(c\)](#).

What product is eligible for the Top 20 Aotearoa Albums and Singles Charts (and Aotearoa Catalogue Charts) and the Te Reo Māori Top 10 Singles Chart?

- These charts are subject to the same rules, objectives, eligibility and exclusions as set out for the Top 40 Album and Singles Charts (see [Rules 3.1](#) and [3.2](#)) but are filtered to just contain Aotearoa | New Zealand artists and titles containing at least 50% Te Reo Māori.
- [Rule 3.5](#) sets out the criteria for who is an Aotearoa | New Zealand artist and what recordings are eligible for the Aotearoa charts.

Are Album and Single sales/streams eligible for the Charts when recorded music product is purchased/consumed as part of a package together with other products?

- Yes, Album or Single sales/streams may still be eligible in these cases but as the Charts is a measure of the genuine popularity of music releases there are certain rules in place to ensure that the consumption of music product is not unfairly increased by the desire for other products or offers packaged together with the music product.
- [Rule 6.1](#) sets out the specific rules and approval process relating to bundling, value adding and upselling and sets out certain pre-approved items that may accompany releases.
- Where you are unsure about a package offering, applications for approval should be made to data@recordedmusic.co.nz outlining the details of the proposed package, timings and valuation of each component, see [Rule 6.1\(d\)](#).

How do Gold & Platinum Certifications work?

- Gold and Platinum certifications are automatically updated weekly and awarded once a release hits the qualifying thresholds set out in [Rule 2.4](#). These thresholds are based on chart-eligible sales (physical and digital) and paid stream equivalent data. The current qualifying sales equivalent thresholds are:

Gold = 15,000 Singles or 7,500 Albums

Platinum = 30,000 Singles or 15,000 Albums

Who is responsible for the Charts and eligibility decisions?

- Recorded Music NZ compiles and produces the Charts. [Rules 9](#) and [10](#) set out how the Chart Rules, processes and practices are reviewed and governed by Recorded Music NZ.
- Decisions regarding eligibility are the responsibility of the Chart Compiler in the first instance but issues or disputes may be raised with the Charts Administrator and if they still can't be resolved will be presented to the Charts Committee for decision where appropriate in accordance with [Rule 7](#) and [Rule 10](#).

Full detail is contained in the body of these Chart Rules but if you have any questions or issues then in the first instance you should contact: data@recordedmusic.co.nz

2. CHART DATA

Contributing Information Providers must sign the Chart Members Code and be approved by the Chart Compiler prior to their first data submission.

All data must be submitted by an Information Provider electronically and must be sent directly to the Chart Compiler. No data will be accepted if it is received via an intermediary.

Wherever possible, data should be sourced directly from the Information Provider's point of sale / stock control system without manual re-typing or writing of data by hand. Where manual re-typing is unavoidable, the Information Provider must be able to provide additional transaction evidence if asked by the Chart Compiler prior to any submission being included in the Charts.

Artists and labels may provide information on sales made in live venues using the Venue Settlement Form referred to in [Rule 2.3](#). For the avoidance of doubt, approved Information Providers may not provide data using the Venue Settlement Form.

The data supplied must strictly reflect music consumption between midnight on the preceding Friday morning to 11:59pm on Thursday night and must be provided to the Chart Compiler by 11:00am on the Friday for inclusion in the Charts for that week.

For pre-order and mail order sales, sales are deemed to have taken place when the customer receives the product they have purchased.

Notwithstanding the above, upon request by a label or rights holder, the Chart Compiler may use its discretion to grant exceptions in respect of the timing of physical product sales for chart inclusion as follows:

- New physical product sold at pre-approved official events such as album listening parties or release gigs during the 24 hours prior to the official first release date of the product (e.g. on a Thursday ahead of official Friday release) may be counted in the following chart week to align with the official release date timing, even if customers actually receive the product early at the approved event.
- Where, for reasons outside of a label or rights holder's control, customers are unable to actually receive a new physical product during the first eligible chart week following the official release date of the same new product on other formats, then provided that customers have actually paid for the physical product by 11.59pm on the Thursday following the official first release date of the new product on other formats, these physical sales may be deemed completed for the purpose of chart inclusion during that first chart week. For the avoidance of doubt, when a delayed product is subsequently received by customers it will of course not be counted a second time.

2.1 Genuine Consumption

All information used to compile the Official Aotearoa Music Charts must be recorded as the result of genuine consumption by a genuine consumer in Aotearoa.

No record company, rights holder, distributor, retailer, artist, promoter or other party should act or encourage others to act in any way designed to distort, or which has the effect of distorting, the Charts by achieving a higher or lower chart position for a record than it would otherwise achieve.

Actions which may be considered a breach of these Rules include:

- (a) knowingly being party to the submission of false or inaccurate data to the Chart Compiler;
- (b) purchasing records or causing music to be purchased, streamed or consumed by others in ways which do not reflect genuine consumer choice;
- (c) effecting multiple purchases of music on behalf of other persons;
- (d) interference with the operation of equipment or software used to compile, collect or collate chart information;
- (e) offering money or other benefits to a data provider contingent upon a record entering any of the Charts or attaining a minimum chart position;
- (f) procuring the sale or consumption of music by offering non-related gifts or incentives;
- (g) including sales to offshore consumers;
- (h) any other activity outside recognised industry practice, not pre-approved by the Chart Compiler, that gives one product an unfair advantage over competing products and / or is intended to deliberately distort the Charts.

2.2 Data Confidentiality

While the Charts' total figures by title will be made available to all Information Providers and record companies, the Chart Compiler will under no circumstances disclose, publish or otherwise reveal Information Provider-specific figures or other confidential information to any third party.

The Chart Compiler will not disclose, publish or otherwise reveal any chart, report or other analysis which allows Information Provider-specific figures or other confidential information to be directly determined. In situations where the Charts cannot be compiled without revealing an Information Provider-specific figure (e.g. an exclusive track, single or album) the Chart Compiler will not be required, or able to keep that title's data confidential. In these cases the Information Provider may, if they wish, ask the Chart Compiler, in advance, to have the title concerned ruled ineligible for the Charts.

2.3 Direct To Consumer Sales

Sales made directly to the consumer by an artist or their label are eligible for inclusion in the Official Aotearoa Music Charts, but data will only be accepted using the Venue Settlement Form under strict conditions and subject to stringent auditing processes.

Any third party selling music directly to the consumer must be an approved Information Provider in order for those sales to be chart-eligible and must submit their data directly to the Chart Compiler in the manner outlined in [Rule 2.0](#). No data will be accepted from a third party Information Provider using the Venue Settlement Form.

(a) Direct to consumer sales will be considered from three key areas:

(i) Direct to consumer digital sales

This includes sales of digital products made from artist websites, label websites and third party websites provided the sales are reported to the Chart Compiler by an existing Information Provider, a Recorded Music NZ member or an accredited direct to consumer Information Provider

(ii) Direct to consumer physical sales

This includes sales of physical products made through web and mail order channels provided the sales are reported to the Chart Compiler by an existing Information Provider, a Recorded Music NZ member or an accredited direct to consumer Information Provider

(iii) Sales made at live touring venues

This includes sales of physical products made at live venues provided the sales are reported to the Chart Compiler by an artist or their label. Sales reported at live venues must be certified by the artist representative, the live venue owner and the record label on the Venue Settlement Form set out in Appendix 1.

- (b) All direct to consumer sales must meet the eligibility criteria set out in this document and special attention must be paid to the date the sales were made or delivered to the consumer and that the relevant products were delivered to consumers in Aotearoa.
- (c) Recorded Music NZ members or other rights holders or artists who wish to submit direct to consumer sales to the Charts should in the first instance apply to the Chart Compiler to become a direct to consumer Information Provider. The Chart Compiler will make regular checks to ensure the information supplied is reliable and auditable.
- (d) Bulk sales made by an existing Information Provider, a Recorded Music NZ member or an accredited direct to consumer information provider to a third party who will on-sell the product directly to the public will not be eligible for inclusion in the Charts.

2.4 Certification

Gold and Platinum status will be awarded to Albums, Singles and Compilations based on all chart-eligible consumer consumption, as verified by the Chart Compiler. Where a distributor may have legitimate justification for non-chart-eligible consumption (including sales by non-Charts-contributing entities, bundled titles or value-added offers) to be considered for inclusion in certification calculations, these may be submitted to the Chart Compiler for consideration with clear supporting evidence, such as receipts, manufacturing or delivery records.

Certification updates will be carried out on a weekly basis and apply immediately. The same base streaming Conversion Rate and calculations used for chart positions shall apply for certification determination. However, the neutralising step (reducing the top two singles to the average of the next eight) described at [Rule 5.1\(b\)ii](#) shall not be applied.

The following certification thresholds, expressed in sales equivalent terms, shall apply:

Format	Gold Status	Platinum Status
Single	15,000 points (sales equivalent)	30,000 (sales equivalent)
Album	7,500 points (sales equivalent)	15,000 (sales equivalent)

Format	Gold Status	Platinum Status
Single	1,500,000 points (paid stream equivalent)	3,000,000 (paid stream equivalent)
Album	750,000 points (paid stream equivalent)	1,500,000 (paid stream equivalent)

* The streaming to sales conversion rate for Singles is set by the Chart Committee under [Rule 5.3](#) and the Sales Equivalent Album formula is set out at [Rule 5.1\(b\)](#).

3. THE CHARTS

3.1 Top 40 Album Chart

(a) The main purpose of the Top 40 Album Chart is to list top contemporary music products. Inclusion in this Chart is limited to titles no greater than 18 months from first appearance in any Official Chart and Albums containing "New Recordings" (i.e. those recordings first released no more than 36 months prior to the release date of the Album, and which have not appeared on any album by that artist before).

Upon first entry, a 78-week (18 month) eligibility timer will begin on each title. When 78 weeks are reached, a title will no longer be eligible for Top 40 charts. It will instead appear in the Catalogue Chart (3.3). Any title which is still charting inside the Top 40 when the 78-week threshold is reached will automatically leave the Top 40 regardless of position.

(b) In the event an Album contains a mix of New Recordings (see 3.1(a) above) and recordings first released more than 36 months prior to release of the Album ("Catalogue Recordings"), the Album must contain at least 75% New Recordings to be eligible for the Top 40 Album Chart. If not, it will appear in the Catalogue Album Chart.

(c) Consumption data from recordings on expanded or extended versions of eligible Albums is permitted for inclusion in the Top 40 Album Chart, provided that (i) the expanded version contains at least 80% of the tracks included on the first version (see 5.1) and (ii) it meets the 75% New Recording threshold detailed in [Rule 3.1\(b\)](#) above. For the avoidance of doubt, release of an expanded or extended version does not extend the 78-week eligibility timer for the Top 40 Charts. The start date remains the date the first released version of the Album first entered the Top 40 Album Chart. Any dispensation for a return to the main chart based on the criteria above is limited to a maximum of 13 weeks.

The Top 40 Album Chart seeks to rank the sales and consumption of eligible products on an as common a basis as possible, save for any exclusions detailed in [Rule 3.6](#).

Eligibility for the Top 40 Album Chart requires the product meet the definitions of an "Album" as outlined in [Rule 4.1](#).

Automatic monitoring of all products' eligibility will be carried out by the Chart Compiler in the first instance. Where requested, eligibility may be reviewed by Chart Committee. The Chart Committee's decision will be final.

3.2 Top 40 Singles Chart

The main purpose of the Top 40 Singles Chart is to list top contemporary music products. Inclusion in this chart is limited to titles no greater than 18 months from first appearance in any Official Chart. Upon first entry, a 78-week (18 month) eligibility timer will begin on each title. When 78 weeks are reached, a title will no longer be eligible for Top 40 charts. It will instead appear in the Catalogue Chart (3.3). Any title which is still charting inside the Top 40 when the 78-week threshold is reached will automatically leave the Top 40 regardless of position.

The Top 40 Singles Chart seeks to rank the sales and consumption of eligible products on an as common a basis as possible, save for any exclusions detailed in [Rule 3.6](#). Eligibility for the Top 40 Singles Chart requires the product meet the definitions of a "single" as outlined in [Rule 4.2](#).

Automatic monitoring of all products' eligibility will be carried out by the Chart Compiler in the first instance. Where requested, eligibility may be reviewed by Chart Committee. The Chart Committee's decision will be final.

3.3 Catalogue Charts

The main purpose of the Album Catalogue and Single Catalogue Charts is to list all product no longer eligible for the Top 40 Album or Singles Charts based on weeks since first appearance, as described in [Rules 3.1](#) and [3.2](#).

No exclusions other than those detailed in 3.6 will apply.

All products appearing in the Catalogue Charts for the first time will carry with them any positional history (such as Peak and Weeks In data) earned while appearing in the Top 40 Album or Singles Charts. The means a title which has spent

multiple weeks in the Top 40 Chart before moving to the Catalogue Chart will have that history credited to it in full when it first appears in the Catalogue Chart/s. This way the total lifetime chart performance of all titles remains intact and visible.

Continuing success in the Catalogue Chart/s (which has no ultimate eligibility end date) can therefore be perpetual, allowing titles to match or surpass previous longevity records over time.

3.4 Hot Singles Charts

The Hot 40 Singles Chart and Hot 20 Aotearoa Singles Chart have the same rules, objectives and purposes as set out in [Rule 3.2](#) but, unlike any of the other charts, the Hot Charts include Radio Airplay data. These charts use the same base methodology and weighting as the Top 40 Singles and rank songs according to the greatest growth achieved (measured as the largest gain in combined sales, streams and airplay in the seven days between charts). This gain may be from a base of zero (i.e. a brand new track) OR as an increase from the last chart week to the next. Tracks may not chart as a result of airplay alone.

3.5 Top 20 Aotearoa Albums and Singles / Te Reo Māori Chart

These charts are subject to the same rules, objectives, eligibility and exclusions as set out for the Top 40 Album and Singles Charts ([3.1 and 3.2](#)) but are filtered to just contain Aotearoa | New Zealand artists and in respect of the Te Reo Māori Chart, Singles containing at least 50% Te Reo Māori.

Eligibility for the Aotearoa Albums and Aotearoa Singles Charts is determined on a track by track basis and balances a number of factors. These factors include whether or not:

- the artist is a New Zealand citizen or resident. If the artist is a group or a certain Album or Single is a collaborative release, then generally a minimum of half of the number of permanent members of the group or half of the artists featuring on the Single or Album should be either New Zealand citizens or residents. However a group or Album/Single may also be eligible where it doesn't meet this threshold but there is a clear primary contributor to the Album / Single who is deemed to be an Aotearoa | New Zealand artist.
- the artist holds themselves out as being from Aotearoa | New Zealand in press or other public profiles and/or contributes or has contributed tangibly to the local music sector in Aotearoa (for example by recording or regularly touring in Aotearoa); and/or
- the artist has a strong historical and/or cultural connection with Aotearoa.

Submitting whether or not an artist or Album/Single should be eligible for the Aotearoa Charts is the responsibility of the rights holder or label in the first instance. The Chart Compiler shall then consider the above factors, how they have been applied previously, and where it has questions regarding the eligibility of an artist or Album / Single, the Chart Compiler may request further information.

In the event that the Chart Compiler has a different view to the submitting rights holder or label regarding eligibility, the Chart Compiler shall inform the submitter and the submitter shall have 48 hours to clearly identify the explanations and contributing factors that they believe justify eligibility of the artist or Album/Single for the Aotearoa Charts. Final decisions regarding eligibility for the Aotearoa Charts shall sit with the Chart Committee.

3.6 Exclusions

- (i) An NZ rights owner / licensee may request the Chart Compiler exclude a product from either the Top 40 or Catalogue Charts where it is not generally available from the owner's normal distributor (for example deleted titles, embargo breaks or distribution leaks).
- (ii) Promotional (free to the consumer) product is not eligible for inclusion in any chart.

3.7 Eligibility Dispensation

In special circumstances, a title no longer normally eligible for the Top 40 Charts due to age may be given special dispensation to appear there for a limited time (no more than 13 weeks), after which it returns to the Catalogue Chart.

Criteria for dispensation may include the death of an artist or the physical or digital reissue of an older title – where the reissued product clearly features new music content elements such as additional music or availability in a new medium (for example first release on vinyl).

For the avoidance of doubt, simple repressing of previously available titles, or cosmetic changes such as colour variation or tweaks to the name of the product are not sufficient. An artist simply being present or performing in New Zealand will not be considered sufficient for their back catalogue to become eligible.

Should an ineligible title receive sufficient consumption that it would, without age-related restriction, otherwise appear in the top half of the Official Album or Singles Chart, the content owner may submit a case for temporary re-inclusion in the Top 40. The chart compiler shall inform the owner when this option is triggered, after which the submitter has 48 hours to clearly identify the explanations and contributing factors driving a resurgence or renewed consumer attention.

Some examples of situations in which temporary eligibility might be applied include clearly identifiable viral social media moments or memes, especially high-profile film, television or advertising placement or significant coverage in national media. Submitters are expected to supply specific links and, where possible, engagement statistics from the relevant media (e.g. TikTok view stats, television ratings etc).

In each case, a high threshold will be applied to ensure that special eligibility dispensation is reserved for unusually significant, consumer-driven phenomena or late-blooming breakout hits. At the end of the 13-week temporary eligibility period, the title will return to the Catalogue Chart and no subsequent application for temporary eligibility will be accepted for a period of 12 months. Any further application after that period would be expected to present a new case, with additional justification and supporting material.

4. PRODUCT DEFINITIONS

To qualify for inclusion in the Official Aotearoa Music Charts all product must comply with the following criteria:

4.1 Albums

An Album is a recording that satisfies the following criteria:

- (a) An Album must have a playing time of over 25 minutes OR have five songs or more, where the format does not qualify as a single as defined by the singles eligibility rules.
- (b) An Album generally contains recordings performed by a single (or common) Artist, Act or Orchestra (including “Best Of” or similar compilations).
- (c) Original movie soundtracks, cast recordings and television programme theme albums (Theme Albums) on which at least 50% of tracks are included in the programme will be considered an Album. It is up to the company requesting the inclusion of the product to attest that it meets this criterion.
- (d) Concept albums or multi-artist ‘Compilations’ featuring at least 80% of new recordings where the songs have been specially recorded for the project will be considered an Album. For the purpose of the Charts, DJ mix albums are not considered to be “new” recordings.
- (e) Provided the valued added rules detailed in [Rule 6.1](#) are met, multimedia content such as games, screensavers and video material are permitted within a product if they relate directly to the artist or the music contained on the product.

4.2 Singles

A Single is a recording that satisfies the following criteria:

- (a) A Single is a recording containing no more than four different tracks and of not more than 25 minutes duration. Any number of versions of the lead track is admissible so long as the duration limit is adhered to.
- (b) Multiple pack singles are ineligible.
- (c) The featured song of a Top 40 single cannot be released as a B-side or extra title on a subsequent chart-eligible single bundle until the former has dropped out of the Top 40.
- (d) The technology used to convey the tracks is discretionary but any format must comply with all other singles criteria. A list of pre-approved formats can be found in [Rule 5.2 \(a\)](#).
- (e) Provided the valued added rules detailed in [Rule 6.1](#) are met, multimedia content such as games, screensavers and video material are permitted if they are contained on the single and they relate to the Artist or the music contained on the Single.

4.3 Excluded Compilations

Theme Albums on which less than 50% of tracks are included in the programme, film or show are ineligible for chart inclusion as are multi-artist compilations which contain less than 80% of new recordings specially recorded for the project.

5. PERMITTED FORMATS AND CRITERIA FOR INCLUSION

To qualify for inclusion in the Official Aotearoa Music Charts all products must comply with the following criteria when combining formats for the Album and Singles Charts:

5.1 Criteria for Inclusion in the Top 40 Album Chart

Consumption of an unlimited number of physical and digital album formats may be combined for a chart placing on the Top 40 Album Chart provided that 80% of the featured tracks are common to all formats and that each format adheres to all chart eligibility rules.

(a) Permitted Formats

The list of Album Permitted Formats and regular chart data providers is updated from time to time and can be found on the Official Charts website.

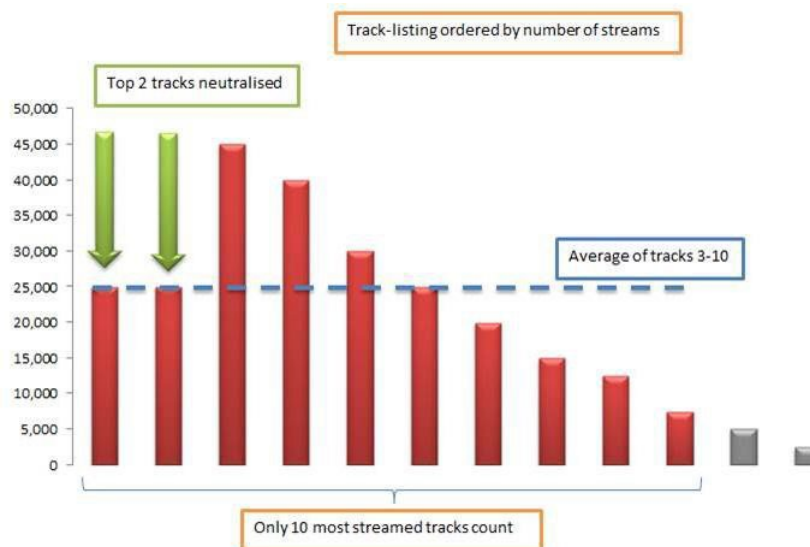
(b) Combining of Sales, On-Demand Audio and On-Demand Video Streams

To determine rankings for the Top 40 Albums Chart, streaming of songs off an album will be combined to produce a Stream Equivalent Album (SEA) value for that album which can then be included in the Top 40 Album Chart alongside physical and digital sales.

To establish an SEA score:

- i. Firstly, the conversion rate used for the Singles Chart (ref 5.3) will be applied to streaming data which establishes a ratio that values a certain number of streams as equal to one song sale.
- ii. Secondly, a neutralising factor will be applied to the two most streamed tracks off an Album in the charting week. Points for those two tracks will be reduced to the average of the next eight titles on the Album. This is to ensure that Albums with one or two hit Singles are not unfairly propelled up the Album Chart due to the consumption of just a couple of tracks.
- iii. Finally, the combined value of the top 10 tracks off an Album are aggregated and divided by a factor of 10 (this being a widely used industry ratio intended to reflect that a standard Album will contain, on average, 10 tracks).
- iv. Only Albums available in their entirety are eligible to gain SEA points. Albums which restrict consumers

from streaming some tracks will automatically have any SEA points earned reset to zero.



(c) Limited Edition / Hybrid Sets

Consumption of two versions of an Album, where one version is a limited edition featuring additional material or an additional disc to the standard version, may be combined provided:

- The limited edition contains 80% of the tracks as featured on the standard version, and;
- The additional material on the limited edition format has not been previously available for consumption in its entirety as a separate product.

Please note that the 80% rule only applies one way from the standard album to the bonus version. This means that 80% of the tracks as featured on the standard version must appear on the bonus version.

(d) Remix Albums and Tracks

Consumption of remix albums will not be combined with sales of the original version. Remixed, extended, live, demo versions of featured tracks are exempt from the 80% rule which only applies to formats which feature additional track titles.

(e) Movie / Game Plus Soundtrack Packs

For a hybrid video and audio packs (such as CD/DVD releases) to qualify for the Album Chart, the video component must relate directly to the same artist (or artists) appearing on the audio component and must primarily comprise live performance, interview or documentary material. Packages in which the video is primarily acted / scripted story, whether the associated artist (or artists) appear on screen or not, are ineligible for the Album Chart.

Videogame soundtracks bundled with the game are not eligible for the Charts, except in cases (covered in point 6.1) where the product is primarily an audio release and the game is a minor value-add.

5.2 Criteria for Inclusion in the Top 40 Singles Chart

Consumption of an unlimited number of physical and digital formats may be combined for a chart placing on the Top 40 Singles Chart provided that the various formats can reasonably be held to be variants or alternative formats of the same song. Variants – including duets with additional performer(s), remixes, clean / censored edits or live recordings – must be performed by the same primary performer as the original. If a variant does not meet these criteria, it will be treated as a

separate unique release. Where a newly released variant contributes more chart points to the combined chart position than the original release, the song will retain the chart history of the original but will be renamed on the published chart to reflect the popularity / prominence of the variant.

(a) Permitted Formats

The list of Single Permitted Formats regular chart data providers is updated from time to time and can be found on the Official Charts website.

5.3 Combining of Sales, On-Demand Audio and On-Demand Video Streams

To determine rankings for the Top 40 Singles Chart, a conversion rate is required before combining sales and on-demand audio and on-demand video streams. This conversion rate is calculated using both premium and ad-supported streaming data which produces a combined sales equivalent for the Charts.

Depending on the number of ad-supported to premium streams the combined ratio will vary. This ratio is set at the discretion of the Chart Committee, taking account of international standards regarding the relative value and volume of streams versus sales/downloads to the recording owner. These ratios will be reviewed on a biannual basis to ensure it continues to accurately reflect those standards.

5.3.1 Exclusions

- 5.3.1.1 Non-interactive and passive consumption (e.g. algorithm-based pre-programmed delivery of songs) are not eligible for the Charts.
- 5.3.1.2 Streams that play for less than 30 seconds or any type of sampling activity (e.g. retail store samples) is not eligible as this does not reflect genuine consumption but rather a listener's intent to consume / buy a track or not.

5.3.2 Combining Data for Double A Side Singles / Bundles

In the case of a double A side single or bundle (where one product contains two or more featured songs, both of which are also available for sale or consumption as individual tracks) data for the bundle plus the lead (i.e. **first** featured) song on the single may be combined to determine chart ranking. If individual consumption is sufficient, the second featured song will be eligible to chart in its own right. Please note rule [4.2 \(c\)](#) takes precedence in such cases.

5.4 Simultaneous Availability

When the same product (or combinable variant) is available on a New Zealand release from two different record companies, data will not be combined except at the request of both companies. The other rules for combination as outlined in 5.2 also apply in all such cases.

6. VALUE ADDING, UP-SELLING, COMPETITIONS AND INCENTIVES

6.1 Album Value Adding and Up Selling

The Official Aotearoa Music Charts seek to allow flexibility in how an artist, label, retailer or DSP choose to offer music or encourage consumer interest. However, it is critical the Charts remains a measure of the genuine popularity of music releases (the primary chart product) themselves, not be skewed by desire for other products or offers in which the music release itself is a secondary factor in a consumer's decision to buy or consume.

Two main forms of incentivising the purchase or consumption of music require examination before the data relevant to that release will be deemed eligible for chart inclusion.

Value Adding is defined as “the bundling of any non-music attachment, voucher, gift or inclusion which has a commercial value independent of the music release (the primary chart product)”. This covers any “buy this and get this free!” style offer, bundle or scenario (typically presented as a combination deal e.g. a Vinyl + T-shirt or CD + stickers etc).

Up Selling is defined as “the unlocking of discounts or options to purchase additional goods or services after a consumer buys or consumes a music release (the primary chart product).” This covers any “would you also like to buy this?” style offers or scenarios (typically presented as ‘Buy the CD, get the ticket at half price’ or similar).

(i) Value Adding offers must comply with these Rules:

a. **Music Association** – each component must relate directly to the artist or music release in such a way that, in isolation, the attachment would still be associated with that release or artist via branding, naming, labelling, likeness or extremely specific connection. Bundling of products which in isolation bear no obvious association with the artist or music release will cause that consumption data to become ineligible for chart inclusion.

b. **Valuation** – To remain chart-eligible, all non-music components must be of “equal to or lesser retail value” to that of the music release (primary chart product). Bundling of an item which clearly has a greater dollar value than the music release itself means the release itself is no longer the primary item being consumed (it has instead become the secondary ‘bonus’ or ‘extra’ tied to the other item) and therefore not eligible for chart inclusion.

Values are all deemed to be the retail point of an item, or similar item. This includes concert tickets where a music release and a concert ticket or show entry are bundled together.

c. **Pre-Approved Items** – For standard full-price albums, a number of common standard offers and scenarios are already pre-approved for chart inclusion as part of any offer without requiring specific application to the Chart Compiler. Standard T-Shirts. Standard Hats / Caps / Beanies.

Tote / Carrier Bags. Badges, Buttons, Transfer Tattoos and Simple Printed Material (e.g. postcards, stickers, wall posters, trading cards).

Simple Digital Enhancements (e.g. screensavers, wallpaper, skins, short video, simple games).

Printed Material (either text or graphic) which specifically constitutes the combined presentation or packaging of an overall artistic work.

Experiences of no clear monetary value (e.g. signings, artist interaction, meet-and-greets).

Concert ticket / entry to small one-off events (e.g. release gigs) provided the ticket value meets Rule [6.1 \(b\)](#). Any item listed above deemed by the Chart Compiler to be “non-standard” (whether in design, material, scarcity or some other regard) may be subject to a request for evidence from the parties involved in the offer as to valuation (6.1 b).

d. **Approval** – Any other offer, incentive or bundled product not listed above must be submitted to the Chart Compiler for eligibility consideration. Applications should be made via data@recordedmusic.co.nz and outline details of the proposal, timings and valuation of each component. Parties must be able to demonstrate the “equal to or lesser retail value” nature of music vs non-music components. If this cannot be shown, data for the combined bundle will be ruled ineligible for inclusion.

Applications must be made at least 10 days prior to chart inclusion. Where necessary, eligibility decisions will be referred to the Chart Committee, taking into account past rulings, comparison with similar products, valuation evidence, the potential for undesirable precedent setting and the degree to which the music component remains the primary attraction to the consumer.

e. **Box Sets / Combined Music Releases** – For avoidance of doubt, products or offers which are entirely music in nature (e.g. box sets, multi-disc packs or bundles) and contain no additional non-music component do not fall directly under the Value Adding Rules. These are considered elsewhere in the Rules ([5.1, 2, 3 and 4](#)).

(ii) **Up Selling** differs from Value Adding in that an initial purchase or consumption does not come with any additional component by default, however it may unlock the option to then make a further purchase. The additional purchase may be at a favourable rate or be exclusively available only if you have already made the first purchase. For this data to be chart-eligible though, it must satisfy the following conditions:

1. The consumer has a choice to take up the offer or not;
2. As with other value-add scenarios, the value of the second product, offer or benefit received is of equal to or lesser value to that of the music component;
3. The consumer pays a clearly stipulated additional price for the second product or offer.

(iii) **Package Deals Containing Streaming Music Subscriptions**

Where the purchase of a non-music product or service (including, but not limited to, mobile phone or telco package) grants a consumer access to a streaming music service, any resulting data submitted to the Chart Compiler may be included in the Charts so long as the monthly fees to use the service continue to be paid – whether by the consumer or the product seller.

7. DETERMINING CHART ELIGIBILITY

All suppliers of records are eligible to have their records included in the Official Aotearoa Music Charts subject to minimal ground rules of eligibility that are necessary to conduct a credible and reliable charting system of this kind.

7.1 Eligibility and Assessment

In the event that a record supplier has any doubt regarding the eligibility (or potential eligibility) of any of its intended releases it is recommended that prior to release it submit the product or a description of the intended product to the Chart Compiler for assessment and advice.

Sales made by Information Providers ‘off-site’ (e.g. at shows, shopping centres or ‘pop-up’ stores) are eligible for chart inclusion, providing the sales meet all other chart eligibility criteria.

Sales made at or through the activities of one retail store (whether or not they are an Official Aotearoa Music Charts Information Provider) may not be included in the chart return of any other store.

Product taken from Information Providers on consignment by third parties to be sold elsewhere is not eligible.

Product purchased in bulk from Information Providers to be dispersed (either by sale or otherwise) elsewhere at a later date is ineligible for the Charts. Examples of this kind of activity would be bulk sales to insurance claimants, third parties who will on-sell or give away the product and sales to any third party who will use the product for promotional purposes.

Where a question of eligibility arises, it will be determined by the Chart Compiler in the first instance.

7.2 Disputes and Clarifications

Where a dispute arises between the Chart Compiler and any party involved in the submission of chart data or any other relevant party (e.g. rights holder or artist) regarding eligibility or rule interpretation, the matter will be referred to the Chart Administrator who will seek to resolve the matter and then to the Chart Committee if required (see [Rule 10](#)).

7.3 Procedure to Apply

Any objections or complaints about eligibility must be made in writing to the Chart Administrator.

When an objection or complaint is received, the following procedure will apply. The complaint / issue will be reviewed by the Chart Administrator in the first instance and where appropriate (in the Chart Administrator's discretion) will be circulated to all members of the Chart Committee.

Where an issue is escalated to the Chart Committee:

- If the complainant is from one of the members of the Chart Committee that member will stand down, whilst the decision about the complaint is made.
- Each of the members will receive a copy of the objection or complaint, together with any explanatory documents or samples from the complainant company. Where requested, the record supplier must supply sufficient quantities of product for review by Committee members. The above information includes a question dealing with the issue at hand in the format that members need respond to simply with a yes or no answer. This information will be forwarded to members on a "Chart Criteria Decision Voting" form. The Chart Administrator acts as the facilitator of this process.
- Chart Committee members will have a maximum of 48 hours to respond in either the negative or the positive. These responses and any further decisions are to remain confidential unless release is authorised by the Chart Committee.

The review process applies to all charts produced by the Official Aotearoa Music Charts.

8. DATA MANIPULATION, TAMPERING OR OTHER BREACHES

8.1 Definition

The Official Aotearoa Music Charts has procedures in place aimed at identifying and rectifying reporting anomalies in data provided by Information Providers for the Official Aotearoa Music Charts including regular auditing and formal complaint procedures.

Any objections or complaints about reporting or the Charts must be made in writing to the Chart Administrator. The Chart Administrator will seek to resolve the matter but if they are unable to do so the complaint/issue will be circulated to all members of the Chart Committee who will investigate and adjudicate on the complaint. If the complainant is from one of the members of the Chart Committee that member will stand down, whilst the decision about the complaint is made.

The status of Information Provider is not to be used by either retailer or record supplier as leverage for any personal or commercial demands. In the event that any such reporting anomalies are found to be deliberate, the matter will be referred to the Chart Committee for consideration of penalties, as set out below.

Parties found to be in breach of the Chart Rules by the Chart Committee could have their product penalised (in the case of record suppliers or artists) whilst offending Information Providers may have their Information Provider status revoked for a period deemed appropriate by the Committee. Both record suppliers and Information Providers could also be subject to a penalty.

8.2 Penalties

Experience has shown that penalties for non-compliance with these Chart Rules and the Members Code are highly advisable if the Official Aotearoa Music Charts are to remain reliable and credible. The guiding principle is that breaches of the important rules relating to data manipulation and tampering will be penalised to the extent reasonably necessary in each particular case.

The objective is to deter breaches and to maintain the integrity of the Official Aotearoa Music Charts system.

Any information providers found to be involved in data falsification of any kind will immediately be removed from the Information Provider listing for a period commensurate with the severity of the breach (first exclusion will usually be for one month). Repeat offenders (initially treated leniently) will incur higher penalties, with the ultimate sanction being permanent removal as an Official Aotearoa Music Charts Information Provider.

Record suppliers or artists found in breach of these rules, face the prospect of their sales numbers being reduced in the chart calculations for the relevant product in the current or future weeks (e.g. by disregarding the false sales reported or all sales completely) or being excluded from chart consideration for a period of time, depending on the nature of the offence.

For Information Providers, record company suppliers and artists, in addition to the products chart penalty or the Information Provider's suspension; public censure may be imposed for each breach.

8.3 Non-Submitting Information Provider

If an Official Aotearoa Music Charts Information Provider fails to transmit sales data for four consecutive weeks it will be notified by the Chart Administrator that it is on "probation". After eight consecutive weeks of non-submission the store will be removed from the Charts store provider list.

9. REVIEW OF THE CHART RULES

Comments and suggestions for the progressive improvement of the Chart Rules are welcome. The Chart Committee will review the Rules from time to time. Suggestions should be sent to the Chart Administrator.

10. GOVERNING BODIES

Recorded Music NZ, via the Chart Compiler, compiles the charts. The Recorded Music NZ Board is responsible for governance of the charts via these Chart Rules and delegates its governance responsibilities to the Chart Committee.

Chart Committee is appointed by the Board of Recorded Music NZ and comprises a minimum of 4 representatives from the Recorded Music NZ membership, including major and independent rights holders and at least 1 of whom should be a Board Director. The Chart Committee is responsible for the monitoring and application of these Chart Rules, including for determining disputes/complaints where they have already been through the Chart Compiler and Chart Administrator and for proposing changes to the Chart Rules and discussing issues relating to the Charts.

Chart Compiler

The person or organisation appointed to manage the collection of sales data and compilation of the Charts, currently being, collectively, the Charts team at Recorded Music, which operates under the guidance of Recorded Music's Management.

Chart Administrator

The CEO of Recorded Music NZ who will consult with the Chart Compiler.

11. CONTACT

Chart Administrator

Chief Executive Officer
Recorded Music New Zealand
2A Hakanoa Street
Private Bag 78850
Grey Lynn, Auckland

APPENDIX: Notes on Venue Settlement Form

- Before submitting this form to the Chart Compiler, application to become an accredited direct to consumer information provider should be made to the Chart Compiler as per [Rule 2.3 \(c\)](#) of The Official Aotearoa Music Chart Rules.
- When completing the Venue Settlement Form please ensure all fields are completed and it is signed by the artist representative, the venue representative and the label representative before either sending to the Chart Compiler, or submitting the form if completed online.
- Incomplete forms will not be considered by the Chart Compiler.
- The performance date will be considered the date of sale to the consumer.
- All sales must meet the eligibility criteria of The Official Aotearoa Music Chart Rules. Special attention must be made to the date the sale was made and the price of the product sold.
- Sales not submitted in a previous chart week cannot be carried over and be submitted in the following chart week.
- It is recommended that the record label should be the last party to sign the form and should be the party that submits the completed form to the Chart Compiler.
- Please take notice of the penalties that will be incurred for falsifying sales information on this form. The penalties are detailed in 8.2 of The Official Aotearoa Music Chart Rules.
- By submitting a Venue Settlement Form, you acknowledge that the information you are providing is correct, you have abided by the Official Aotearoa Music Chart Rules, and you accept that Recorded Music New Zealand Limited and/or its agents has the right to undertake an audit of the information you have provided.