

SYNC LICENSE CHECK LIST

Below is a list of things you'll need to have on hand before you submit your songs for sync license opportunities. Please have all the necessary ones ready to email in a moment's notice as they sometimes will ask for this info 24 hours or less prior to broadcast.

For **Artist Pitches** you'll need:

- Writer's names
- Songwriter legal publisher names if they have their own or if they are represented by someone else
- All Songwriters PRO (performing rights organizations) such as BMI, ASCAP, SESAC etc.
- Song Title
- Date of creation
- Songwriter Splits

For **Sync**:

- Let us know if you have a one stop shop option (meaning you own and control everything, played and or sang on everything and you are giving permission to license your composition)
- Song Title
- Composer(s) Name(s)
- Songwriter Splits
- What PRO each writer is affiliated with
- Singers/Artist name
- Work for hires signed if necessary for musicians and producers
- Union paperwork if there were union musicians, singers, or producers on the project.
- Names of the master rights owners
- Grouping of the master and publishing rights meaning (a list of percentages controlled by company(s) clearing the master rights, and a list of percentages controlled by company(s) clearing publishing rights)
- Year master was released if it's available to the public currently
- Copyright paperwork associated with the song meaning the SR and PA copyrights if you have them. **THIS IS NOT AN UPFRONT REQUIREMENT!** If you have not filed a formal copyright this can be done post release but must be done immediately after the song is released to the public. We recommend that you do not file the copyright until the song is active meaning available to the public.
- What Genre the song is in (meaning Country, Rock, Pop, Hip Hop, EDM, Jazz, Instrumental, etc.)
- ISRC – code if you have one (if not let us know and we can furnish you with one)
- BPM (beats per min)
- Contact Information