

# Sync Licensing Submission Prep Sheet

## Artist / Project Information

**Artist / Band Name:**

**Primary Contact Name:**

**Email Address:**

**Phone Number:**

**Website / Portfolio:**

## Song Information

**Song Title:**

**Alternate / Working Title:**

**Genre:**

**Mood / Descriptive Keywords:**

- Cinematic
- Emotional
- Aggressive
- Dark
- Inspirational
- Upbeat
- Atmospheric

- Romantic
- Tense
- Energetic
- Other: \_\_\_\_\_

**Approximate Song Length:**

**Release Status:**

- Released
- Unreleased
- Demo Only

## **Rights & Ownership Verification**

**Master Ownership Confirmed:**

- Yes
- No

**Publishing Ownership Confirmed:**

- Yes
- No

**Split Sheet Completed:**

- Yes
- No

**All Contributors Approved For Licensing:**

- Yes
- No

**Publishing Registered:**

- Yes
- No
- Pending

**PRO Registration Completed:**

- Yes
- No
- Pending

## Audio File Preparation

Asset	Prepared
Full Mix WAV	<input type="checkbox"/>
Instrumental WAV	<input type="checkbox"/>
Clean Version	<input type="checkbox"/>
TV Edit	<input type="checkbox"/>
30 Second Edit	<input type="checkbox"/>
60 Second Edit	<input type="checkbox"/>
MP3 Preview File	<input type="checkbox"/>
Stems Available	<input type="checkbox"/>

## Metadata Preparation

**ISRC Code:**

**Songwriter Information Verified:**

- Yes
- No

**Metadata Embedded Correctly:**

- Yes
- No

**Contact Information Embedded:**

- Yes
- No

## Licensing Availability

### Available For:

- Film
- Television
- Commercial Advertising
- YouTube Content
- Video Games
- Podcasts
- Social Media Campaigns
- Corporate Media
- Independent Film
- Streaming Productions

### Territory Availability:

- Worldwide
- Limited Territories

### Exclusivity Available:

- Yes
- No
- Negotiable

## Submission Readiness

- Artwork prepared
- Artist bio prepared
- Press photos available
- Streaming links active
- Download links tested

- Ownership documentation archived
- Licensing contact monitored regularly
- Files backed up externally

## **Previous Placements (If Applicable)**

## **Additional Notes**