Synchronization Request Form

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| **Song Title** | State the title of the song you would like to license. |
| **Licensee** | State the name of the person or entity that is seeking to license the song. I.e., whoever will be paying. |
| **Project Name** | State the name of the project. |
| **Media** | Describe the media you plan on using to show your project – some examples include TV, radio, YouTube, Facebook, Instagram. |
| **Length of Production** | Timing of entire campaign clip. |
| **Project Synopsis** | Describe the entire project. |
| **Description of Use** | Describe the scene in which you would like to use the song you are requesting. Please be as specific as possible. If you need more space, please feel free to attach further documentation explaining the details of the use. If you are requesting multiple uses, please indicate as such and provide all scene descriptions. |
| **Recording** | Which recording are you planning on using? Are you planning on using the *master* recording? The master recording is typically the original recording that you would find on Spotify. If you are planning on doing a *re-record* of the song with your own musicians, simply state that you would like to re-record. |
| **Duration of Music** | State the length of the music use in your project. If you are requesting multiple uses, state the length of each separately. For example, if you would like to use a 17 second clip of the song in the middle of your project and a 1 minute clip later on in the project, you would state the following – 0:17, 1:00 |
| **Term** | State how long you would like to license the song for your project, for example 1 month, 3 months or 1 year. |
| **Territory** | State where you would like the rights to use music in your project, for example Sweden, Germany or The Netherlands. If you would like to secure rights to show the project anywhere in the world, simply write *world*. |
| **Release / Air Date** | State the date your project will be released or first aired. If you do not know the exact date, please estimate to the best of your ability. |
| **Options** | If you would like the option to purchase additional rights in the future, explain that here. For example, some producers license songs for a term of 1 year with an *option* to extend that term for an additional 6 months. Right before the term of the original license expires, the producer may exercise the option and receive rights for an additional 6 months at a fee that was already negotiated at the time of the original license. This saves the producer the time of having to renegotiate rights in order to continue using a song in a project. |