

## Quick and Easy Licensing Suggestion for Band Music

If your school band has recorded a song for your cheer or dance team to utilize during competition or performance, you will need to show a Compulsory License or Mechanical License that allows you to use the recording of the song.

If your Band Director cannot provide this for you, following are a few easy steps to purchase a license.

STEP 1:

[www.songfile.com](http://www.songfile.com)

Get Started Now!



STEP 2:

Accept the TERMS OF USE

Accept  Decline

Continue

STEP 3: Set up your account

STEP 4: SONGFILE "Get Started Now"

STEP 5: Get a License



STEP 6: Click on the type of device you will use for competition (CD or digital)



## STEP 7: Fill out requested information

2. What configuration(s)? Please check all that apply.

- Compact Disc (CD)
- Cassette (CS)
- Vinyl (LP)

3. How many total copies of the recordings will you make (all formats together)?

Example: 500 CDs, 500 Cassettes, and 500 LPs would be 1500 Recordings.

Note: For each song, you must purchase license for at least 25 copies. Songfile does not issue Physical Product licenses for fewer than 25 copies. Click [here](#) for more information. For information on licensing quantities of more that 2500, click [here](#).

4. Where do you plan on distributing your recording?

- Inside the United States
- In other countries

## STEP 8: Search for the song

Enter the song title, and/or songwriter, or the HFA Song Code you are looking for.

Song Title

OR

Writer

OR

HFA Song Code

[What's this?](#)

## STEP 9: Add correct song to cart

# Songfile® Search Results

**Type:** Physical Product  
**Configuration:** Compact Disc (CD)  
**Number of Units:** 25

 [View cart](#)

Your search for Song Title: **Eye of the Tiger** returned 9 song(s) in 8.701 seconds, 9 of which are displayed.

In some cases, your search may return more than one listing for the same title because there are two or more songs with the same title in HFA's database. Please be careful to select the correct song from the search results; you can obtain more information by clicking on the song title. Click "Add to Cart" to select the song you would like to license.

Results Score	Song Title	HFA Song Code	Writer	Licensable on Songfile	
1	EYE OF THE TIGER	E94579	JIM PETERIK, FRANK SULLIVAN	100.0%	<a href="#">Add to cart</a>
2	EYE OF THE TIGER	EV70DY	ALEXANDER FAHLBERG, KRISTOFFER KENT	0.0% more info	Not Licenseable through Songfile
3	EYE OF THE TIGER	E5741Q	STEPHEN CHARLES FLAHERTY, LYNN AHRENS	100.0%	<a href="#">Add to cart</a>

## STEP 10: Check Out

**Type:** Physical Product  
**Configuration:** Compact Disc (CD)  
**Number of Units:** 25

Song Title	Song Code	Publisher	Writer	% Licensable on Songfile	Remove
EYE OF THE TIGER	E94579	SONY/ATV MELODY SONY/ATV MELODY OBO RUDE MUSIC WB MUSIC CORP WB MUSIC COR. OBO EASY ACTION MUSIC	JIM PETERIK, FRANK SULLIVAN	100.0%	<input checked="" type="checkbox"/>

## STEP 11: Album Information

### Step 1 of 4: Enter Release Information

In order to complete your license application please provide the information requested below.

<b>Type:</b> Physical Product	<b>Configuration:</b> Compact Disc (CD)	<b>Number of Units:</b> 25
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Required \*

Album Information:	
<b>Album Title/ Product Name</b> - The title of your album.	AHS Cheer Competition *
<b>Label/Organization</b> - The name of organization distributing the album.	AHS Cheer Squad
<b>Release Date</b> - The date of the first distribution of your recording.	09/01/2017 * MM/DD/YYYY

If applicable, please supply UPC (bar code) and Product number information:

<b>Compact Disc (CD) UPC #</b>	<input type="text"/>	<b>Record/Product Number</b>	<input type="text"/>
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Song Title	Play Time	Artist(s) performing this new recording (use a comma to separate names)
EYE OF THE TIGER	00 : 57 *	AHS Marching Band *
<b>Version Comments</b>	This song was recorded for the purpose of cheer compl	

## STEP 12: Payment Method

### Step 2 of 4: Enter Licensee Information & Payment Method

#### Product and Song Information

<b>Type:</b> Physical Product	<b>Configuration:</b> Compact Disc (CD)	<b>Number of Units:</b> 25
<b>Album Title/Product Name:</b> AHS Cheer Competition		<b>Release Date:</b> 09/01/2017

Units	Song	Song Code	Artist(s)	Play Time	Royalty Rate	Royalty Fee
25	EYE OF THE TIGER	E94579	AHS MARCHING BAND	00:57	0.0910	\$ 2.28
<b>Royalty Fee Subtotal</b>						\$2.28
<b>Processing Fee</b>						\$16.00
<b>Total</b>						\$18.28

How is the royalty rate calculated? How is the processing fee calculated?

## STEP 13: Payment

## Step 3 of 4: Enter Payment Details

Credit Card Information



## STEP 14: Final Screen

[Home](#) | [My Songfile](#) | [Thank You](#)

## Thank You

Thank you for using HFA's Songfile online licensing tool. Below is your receipt with your order number. The order number is important for any inquiries regarding this transaction. You may want to print a copy of this page for your records. You will also receive a copy of this receipt at your email address, and a second, separate email once your license is issued, with instructions on how to download a copy from Songfile. If you do not receive notification regarding your license within 24 hours, please contact HFA Publisher Services at 212-834-0100 or [publisherservices@harryfox.com](mailto:publisherservices@harryfox.com).

**Note: THIS IS NOT A LICENSE. You are not licensed unless and until your Songfile license has been issued by HFA.**

Transaction Summary

## STEP 15: Email Receipt (this is not your license)

Thank you for using HFA's Songfile online licensing tool. Below is your receipt with your order number. The order number is important for any inquiries regarding this transaction. You may want to print a copy of this email for your records. You will receive a second, separate email once your license is generated, with instructions on how to download it from My Songfile. If you have any questions, contact HFA Client Services at 212-834-0100 or email [Client Services](mailto:clientservices@harryfox.com).

**NOTE: THIS IS NOT A LICENSE. You are not licensed unless and until your Songfile license is issued by HFA.**

## STEP 16: Email with license link (this IS your license)

Your license(s) from Order #2193733 are now available through HFA Songfile at [harryfox.com](http://www.harryfox.com). Please follow the instructions below to retrieve them.

1. Visit <http://www.harryfox.com/public/songfile.jsp>
2. Click on "Songfile Login".
3. Login with the user name that you used to purchase your licenses.
4. Click Songfile banner underneath Mechanical Licensing Tool.
5. Click on "View My Licenses".
6. You will see a list of the orders that have been fulfilled. Click on the desired order to access your license in Adobe PDF format.

If you have any questions, contact HFA Client Services at 212-834-0100 or [clientservices@harryfox.com](mailto:clientservices@harryfox.com).

Thank you,

The Harry Fox Agency

## Print your license (see example below) and bring to Event Check In.

**hfa** The Harry Fox Agency, Inc.  
A SUBSIDIARY OF NATIONAL MUSIC PUBLISHERS' ASSOCIATION, INC.  
711 Third Avenue  
New York, NY 10017  
Phone: 212-834-0100  
Email: [client\\_relations@harryfox.com](mailto:client_relations@harryfox.com)

**Limited Quantity License for Physical Configurations**

TO: [NAME] [ADDRESS] [CITY, STATE ZIP] LICENSE NO.: [HFA LICENSE NO.] LICENSE DATE: [MONTH/DAY/YEAR]

Refer to the provisions hereof reproduced in (E) varying terms of compulsory license provision of Copyright Act. The following is supplementary thereto:

A. SONG CODE: [HFA SONG IDENTIFICATION NO.]  
TITLE: [SONG TITLE] WRITERS: [NAME(S)]

B. INCOME PARTICIPANTS: [PUBLISHER NAME(S)]

C. RECORD NO. [YOUR COMPACT DISK RECORD NUMBER] [YOUR CASSETTE RECORD NUMBER] [YOUR LP/VINYL RECORD NUMBER]  
ARTIST: [NAME] ROYALTY FEE (BASED UPON STATUTORY RATE): [YOUR ROYALTY FEE] PLAYING TIME: [MINUTES AND SECONDS] QUANTITY OF PHONORECORDS LICENSED: [NUMBER OF COPIES YOU WILL MAKE]

D. ADDITIONAL PROVISIONS:

THE AUTHORITY HEREUNDER IS LIMITED TO THE MANUFACTURE AND DISTRIBUTION OF NO MORE THAN THE QUANTITY OF PHONORECORDS STATED IN (C) SUPRA SOLELY IN THE UNITED STATES AND ITS TERRITORIES AND POSSESSIONS, AND NOT ELSEWHERE.

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LICENSEE IS NOT REQUIRED TO COUNTERSIGN THIS LIMITED QUANTITY LICENSE.

ALBUM: [YOUR ALBUM TITLE] DATE OF RELEASE: [MONTH AND YEAR YOU FIRST DISTRIBUTE YOUR RECORDING] RECORD LABEL: [YOUR RECORD LABEL NAME] CONFIGURATION: [CD COMPACT DISC/CASSETTE TAPE/LP/VINYL] VERSION: [YOUR VERSION COMMENTS]

E. GENERAL VARIATIONS OF COMPULSORY LICENSE PROVISION:

You have advised us, in our capacity as agent for the publisher(s) referred to in (B) supra that you wish to obtain a compulsory license to make and to distribute phonorecords of the copyrighted work referred to in (A), supra, under the compulsory license provision of Section 115 of the Copyright Act.

Upon issuance of this license, you shall have all the rights which are granted to, and all the obligations which are imposed upon, users of said copyrighted work under the compulsory license provision of the Copyright Act, after phonorecords of the copyrighted work have been distributed to the public in the United States under the authority of the copyright owner by another person, except that with respect to phonorecords thereof made and distributed hereunder:

1. In consideration of the limited quantity of phonorecords authorized hereunder and, upon your requesting this license, your nonrefundable payment to agent for and on behalf of said publisher(s) of the full royalty fee set forth in (C) supra you need not otherwise pay royalties or account to us as agent. This license shall automatically be deemed null and void of no effect if agent fails to receive timely, valid payment of all fees due with respect to this license.
2. This compulsory license covers and is limited to one particular recording of said copyrighted work as performed by the artist and on the phonorecord identified in (C) and (D) supra and this compulsory license does not supersede nor in any way affect any prior agreements now in effect respecting phonorecords of said copyrighted work.
3. You need not serve or file the notice of intention to obtain a compulsory license required by the Copyright Act.
4. Additional provisions are reproduced under (D) supra.

THE HARRY FOX AGENCY, INC.  
[Gary L. Churgin Signature]