

# Christian Copyright Licensing International (CCLI) - <https://us.ccli.com/>

\*Note if you use music cd's or tracks in your service refer to last point in document.

## 1. Copyright License

Welcome to CCLI's Copyright License ("License"). To enjoy the rights and benefits your License provides, your understanding and adherence to the following is necessary, and you agree to:

- Keep your License in good standing by paying the annual fee when it is due
- Honor the terms and conditions of this program as outlined in the following sections marked **Permitted Activities** and **Activities Not Permitted**
- Report all Song copy activity when required
- Validate each participating song ("Song") before making a copy (see how in the **Song Validation** section)
- Use the License in a lawful and ethical manner
- Destroy all copies of Songs made under this agreement if your License expires
- When reproducing a Song, include the song title, writer credit(s) and copyright notice in substantially the following form:
  - "Hallelujah" words and music by John Doe
  - © 2018 Good Music Co.
  - Used by Permission. CCLI License #12345
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### **Permitted Activities**

- An active License allows you to make copies of Songs to assist with congregational singing, in the following manner. You may:
  - Copy Songs from hymnals, websites, chorus books and similar types of publications
  - Print Songs in bulletins, liturgies, programs, song sheets, songbooks compiled by your church, overhead transparencies and slides
  - Electronically store, retrieve and utilize song files in computers, presentation software and similar resources to enable the visual projection of Songs
  - Record Songs in your live worship services, including meditations, preludes, postludes, interludes, fanfares, and handbell, vocal and instrumental specials, by either audio or audio-visual means, provided that:
    - Accompaniment tracks and artist or record label recordings of Songs may not be reproduced, and permission must be obtained directly from the producer
    - Such recordings are for shut-ins, missionaries and others in your church and the quantity made and distributed may not exceed fifteen percent (15%) of the Church Size of your License

- To offset the cost of production, for each copy duplicated you may charge up to \$4.00 USD or \$5.00 CAD per CD or similar form, and \$12.00 USD or \$15.00 CAD per DVD or similar form
- With the understanding that all rights in copies made under this provision are reserved by the copyright owner, **only where a published version is unavailable** you may:
- Make customized vocal and/or instrumental arrangements of Songs
- Translate Song lyrics into another language
- All rights not specified herein are reserved to and for the benefit of the copyright owner. Streaming songs performed in your church services in audio and/or video requires a Streaming License.

### **Activities Not Permitted**

- This License has certain important and necessary limitations and you may not:
- Charge a fee or receive any form of compensation for any of the Permitted Activities, except where specifically stated
- Assign or transfer any rights under your License to any other church or group
- Distribute copies of Songs outside of the jurisdiction of your license and church
- Copy or duplicate choral sheet music, cantatas, musicals, handbell music, keyboard arrangements, vocal solos, instrumental works or music education publications
- Alter or change the lyrics, melody or fundamental character of any Song

### **Song Validation**

- CCLI's SongSelect, available at [songselect.ccli.com](http://songselect.ccli.com), makes it easy to validate the participation of a song or catalog in the program.
- Simply enter the song title in the search box and confirm the associated catalog and author names. If your initial search results do not include the song you are looking for, check the box next to "Expand search to show all songs" for more results. Find a match and you're good to go. If you do not find a match, the song is likely not covered by the License.
- When in doubt, CCLI's Customer Service is ready to help at [Customer Support](#) or 1-800-234-2446.

### **Essential Information**

#### **This is an annual license**

All terms are in effect only when the license is active. If the license is not renewed, all rights are terminated effective on the expiration date, and all song copies made under the license agreement must be destroyed. Should you have questions or desire further information regarding the Copyright License, please contact [Customer Support](#)

#### **License Holder Duties**

The following requirements are the responsibility of the License Holder as stated under the terms of the Copyright License agreement.

**Copy Report:**

As a License Holder, you will be required to report your song copying activity once every 2 1/2 years. You will receive a letter of notification when it's your turn to report. The letter will explain how to complete the Copy Report online. Your completed Copy Report is a vital element of the Copyright License, as it allows us to accurately process and distribute royalties to songwriters and copyright owners.

**License Renewal:**

The Copyright License is an annual agreement. To ensure continuous coverage, the license must be renewed yearly, prior to the expiration date. A renewal notice will be sent 45 days before expiration for your convenience.

**The CCLI Church Copyright License covers the following activities:****Storing Lyrics**

Enter and store song lyrics on any computer for visual projection to assist with congregational singing

**Printing Songs**

Print songs, hymns and lyrics in bulletins, programs, liturgies and song sheets for congregational singing

**Recording Services**

Record and capture your worship services (audio and video), provided you only are recording live music

**Making Custom Arrangements**

Arrange, print and copy your own vocal and instrumental arrangements for congregational singing where a published version is not available

**Projection or Display**

Make copies, digital or physical, of copyright-protected lyrics for projection or display during congregational singing.

**Translating Songs**

Translate song lyrics into any other language for congregational singing where a published version is not accessible or available

## 2. Streaming License

Start reaching your community through online ministry

We recognize that churches have had to adapt quickly in how they connect with their congregation, so to help assist in these ever changing times we offer a Streaming License to help

you navigate and stay compliant with your country's copyright laws. CCLI's Streaming License features:

### **Stream Services**

Post live-recorded worship services on your church's site or other streaming platforms.

### **Multi-Platform**

Stream your worship service to your favorite social media sites like Facebook Live and Youtube Live and reach your audience globally.

### **Relax, You're Covered**

Safe streaming for all 500,000+ songs covered under the CCLI Copyright License.

Welcome to CCLI's Streaming License ("License").

Honor the terms and conditions of this program as outlined in the following sections marked **Permitted Activities** and **Activities Not Permitted**

Validate the participation of each Song before you Stream it (see how in the **Song Validation** section)

Use the License in a lawful and ethical manner

### **Permitted Activities**

An active License allows you to "Stream" (i.e. digitally transmit, retransmit, distribute and play back) participating Songs ("Songs") from your church's proprietary website, a hosted website or a streaming service in the following manner.

#### **You may:**

- Live stream Songs performed in your church services in audio and/or video form
- Retransmit Songs performed in your church services in audio and/or video form
- Distribute audio or video files of Songs performed in your church services to personal computers, portable media players or a similar device capable of receiving such files
- Upload videos to YouTube and similar services provided that copyright owners have the right to monetize and place ads on videos containing their owned copyrights (these terms of agreement do not override those of the streaming platforms)
- All rights not specified here are reserved to and for the benefit of the copyright owner.

### **Activities Not Permitted**

**This License has certain important and necessary limitations and you may not:**

- Charge a fee or receive any form of compensation for any of the Permitted Activities
- Assign or transfer any rights under your License to any other church or group

- Authorize any third-party that is not your church’s proprietary website, a hosted website or a streaming service to Stream Songs
- Stream artist or record label recordings of Songs
- Stream Songs from concerts, conferences and special events held at the Church property where a financial charge, including donations, is required for attendance
- Stream Songs contained in non-Church Service audio and/or video content such as a non-Church Service teaching video, televised events or special productions
- Regarding YouTube or any similar streaming service used by your Church, sublicense or enter into any revenue sharing agreement for the monetization of a Song, including videos that are derived from a streaming website or service but are embedded in your Church’s website, as this right is reserved exclusively to the copyright owner
- Regarding YouTube or a similar service, block the use of advertising placed by a streaming website or service on behalf of a Song owner

### 3. Rehearsal License

CCLI’s Rehearsal License (“License”).

To enjoy the rights and benefits your License provides, your understanding and adherence to the following is necessary, and you agree to:

Report recording copy activity

Honor the terms and conditions of this program as outlined in the following sections marked **Permitted Activities** and **Activities Not Permitted**

Validate the participation of each Song before you copy it (see how in the **Recording Validation** section)

Use the License in a lawful and ethical manner

#### **Permitted Activities**

For the sole purpose of learning and rehearsing participating songs an active License allows your church’s music director and authorized personnel to copy and share commercial audio recordings (“Recordings”) with your worship leaders, musicians and vocalists, from your church’s proprietary website, a hosted website or a streaming service in the following manner.

#### **You may:**

- Stream (digitally transmit, retransmit, distribute and playback) Recordings in audio and/or video form
- Download (digitally distribute) Recordings such that the audio part can be captured, saved and stored on a personal computer or similar data device for play back

- Make physical copies of Recordings and distribute them on a CD, flash drive or similar device
- All rights not specified here are reserved to and for the benefit of the copyright owner.

### **Activities Not Permitted**

- This License has certain important and necessary limitations and you may not:
- Charge a fee or receive compensation for any of the Permitted Activities
- Record your own version of a song in a Recording for distribution to your church worship leaders, musicians, vocalists or any other person
- Retain copies of Recordings for personal use as they are intended only to be used as temporary audio reference copies for learning and rehearsing songs
- Assign or transfer any rights under your License to any other church or group

### **Recording Validation**

To validate participating Recordings, click [HERE](#) to view the listing of Labels Covered by this License. Find a match and you're good to go.

## **4. SongSelect**

What can SongSelect do for you?

SongSelect is the definitive source for discovering lyrics, transposable sheet music, audio samples and so much more. All from more than 100,000 worship songs. Made powerful. And made easy

[Intuitive Search](#)

[Music Sheets](#)

[Auto Transposition](#)

[Chord Numbering System](#)

[Audio Previews](#)

[Popular Songs](#)

[ChordPro™ Downloads\\*](#)

[Mobile-friendly](#)

[Copyright-ready](#)

[3rd-party Integrations](#)

**Intuitive Search**

**The ease of powerful search**

Easily discover songs by their titles, authors, keywords or lyrics. You can even search or filter by theme or original key and sort your results by popularity, rank or recent additions.

**Music Sheets**

Lyric, Chord, Lead and Vocal Sheets

Drawing from our database of more than 100,000 songs of worship, SongSelect offers easy access to print and download lyrics, and listen to full harmony/melody lines.

### Auto Transposition

#### The song you want in the key you need

Having easy access to sheet music for literally thousands of songs is so valuable. But to have the ability to easily transpose that music to your desired key is truly powerful.

### Chord Numbering System

#### Next-Level Transposition for Chord Sheets

SongSelect Chord Sheets now include the Number System option, which means one chart for any key! It's a great way to increase your team's musical awareness and adapt to any last-minute key changes.

### Audio Previews

#### To hear a little informs a lot

A brief preview of a song is sometimes all it takes to be truly moved. Our collection of samples helps identify a song you heard that's new to you or to evaluate an old favorite.

### ChordPro Downloads\*

#### Flexible Format for Chord Sheets

SongSelect Premium offers the flexible ChordPro format as an added export option for Chord Sheets. You'll quickly see why it's a favorite among worship leaders and teams.

\*Available only with SongSelect Premium.

### Mobile-friendly:

Let's face it; you're not always at a desk. If you use a smartphone, tablet (or both), SongSelect is there when and where you need it.

### Copyright-ready

#### Making access to legal music easier

With access to the most compelling licensed music, SongSelect and CCLI work together to further ease the burden of administration in the many complex issues related to copyright.

### 3rd-party Integrations

#### Working with the tools you use

It's all about working together. To do it better, SongSelect seamlessly integrates with the audio, visual and planning tools you already use such as:

**Planning Center Services** allows you to access the full library of SongSelect songs with import lyrics and chord charts directly, without leaving the application.

**Worship Extreme** is a presentation app that allows you and your team to easily create presentations that include song lyrics, videos, images, PowerPoints, YouTube videos and more. Use the free version forever, not as a trial!

**OnSong** allows worship leaders to access their library of songs instantly and pull them into sets with a few taps. Transpose, capo, and annotate and then share with your team. Project lyrics right from the stage and play backing tracks.



# Christian Copyright Solutions

<https://christiancopyrightsolutions.com/>

## 1. PERFORMmusic Onsite Facilities License

### Why a church performance license?

There is a religious service exemption in U.S. copyright law that allows churches to perform copyrighted music during religious services without paying royalties. The exemption does not cover any music played or performed outside of worship services. If your church is playing or performing copyrighted music outside of your religious services, you need a church performance license.

### Who is eligible for PERFORMmusic?

The PERFORMmusic License is available for churches to play and perform music onsite in their facilities and satellite campuses. Churches and most (501c3) non-profit religious organizations located in the U.S. or its territories are eligible for this license. Colleges and universities do not qualify. Churches outside the U.S. or its territories are not eligible for the PERFORMmusic License.

### What can I do with PERFORMmusic?

The PERFORMmusic License covers a wide range of performances of live and pre-recorded music outside of religious services including

:

Coffee shops	Conferences & seminars
Bookstores	Vacation Bible School
Concerts (non-ticketed)	Camps
Retreats	Sporting events
Picnics & barbecues	Movie nights
Singles groups	Pageants
Dances	Youth group gatherings
Carnivals & festivals	Guest speakers
Graduations	Wedding receptions
Award ceremonies	On-hold music
Testimonials & retirements	Music before & after service
Dance classes	Community events
Exercise classes	Retirement home visits
Karaoke	Day care

## **What songs are covered by PERFORMmusic?**

The PERFORMmusic church performance license allows you to play or perform over 25 million Christian and secular songs from the combined catalogs of [ASCAP](#), [BMI](#) and [SESAC](#). All genres are covered, from Contemporary Christian and Gospel to Rock, Country, Holiday, Patriotic, Pop, Children's music and much more. To view the songs covered, simply visit each Performance Rights Organization's Repertory page (links above) and search their catalogs.

## **What is CCS's relationship with ASCAP, BMI and SESAC?**

CCS partners with performance rights organizations in the US—ASCAP, BMI and SESAC. The PROs authorize CCS to license churches and ministries for the rights to perform and play the songs in their respective catalogs – more than 25 million songs, which allows CCS to provide a one-stop license for all three PRO catalogs of songs. Only churches and religious organizations with a 501c3 tax status qualify for CCS performance licenses. Each of the PROs reserve the right to determine whether or not an organization or entity qualifies for CCS's licenses.

## **What venues does PERFORMmusic cover?**

The PERFORMmusic church performance license covers all facilities on your primary and satellite campuses. PERFORMmusic even travels with you to other venues. The PERFORMmusic License is not available to Colleges, Universities and Seminaries.

## **Do I have to report my song performances?**

The PERFORMmusic License requires no reporting.

## **What about ticketed events?**

Once you have the PERFORMmusic License, it's simple to add-on & report ticketed concerts & events.

There are numerous variables in the agreements and royalty fees of all three Performance Rights Organizations (ASCAP, BMI and SESAC), which make it difficult to tell you precise fees for your events in advance. However, we do want to give you a maximum estimate so that you will be able to budget for your events. Fees for the quarters you submit ticketed event activity will have a minimum \$90.50, or an average of approximately 10% of gross ticket revenue.

## **What happens to the fees we pay?**

Great art does not happen accidentally. When music and the arts flourish, there is a cultural economic terrain in which songwriters and artists thrive. The next time you buy a church music license, like CCS's PERFORMmusic License or WORSHIPcast License, or pay an invoice for music rights, take another look at the transaction you're making. It's a tremendous opportunity to support songwriters, who in turn will bless your church with new worship songs that proclaim the Gospel, touching and transforming hearts. We pay fees directly to [ASCAP](#), [BMI](#) and [SESAC](#),

and they then pay their affiliated writers and publishers. The Church plays a vital role in GIVING MUSIC LIFE.

## **2. WORSHIPcast Online Streaming License**

### **Why a church streaming license?**

There is a religious service exemption in U.S. copyright law that allows churches to perform copyrighted music during religious services. The exemption does NOT cover the re-transmission of those services over the internet. If your church's services include copyrighted music, a church streaming license is REQUIRED to webcast or stream those services.

### **Who is eligible for WORSHIPcast?**

The WORSHIPcast license is available for churches to webcast or stream services over the internet. Re-transmission of sound recordings is not covered under WORSHIPcast. Churches and most (501c3) non-profit religious organizations located in the U.S. or its territories are eligible for this license. Churches outside the U.S. or its territories and internet radio stations do not qualify for the WORSHIPcast License.

### **What songs are covered?**

The WORSHIPcast church streaming license allows you to stream your performances of over 25 million Christian and secular songs from the combined catalogs of ASCAP, BMI and SESAC. All genres are covered, from Contemporary Christian and Gospel to Rock, Country, Holiday, Patriotic, Pop, Children's music and much more. Some popular favorites that are included; "White Christmas," "Winter Wonderland," "God Bless the USA," & "Happy." To view the songs covered, simply visit each Performance Rights Organization's Repertory page (links above) and search their catalogs.

### **Is pre-recorded music covered by WORSHIPcast?**

No. WORSHIPcast does not cover streaming rights for any pre-recorded music, including sound recordings, artist recordings, accompaniment tracks, Multitracks or Stems. Additional rights must be secured from the sound recording copyright owner in order to legally stream these.

### **What is CCS's relationship with ASCAP, BMI and SESAC?**

CCS partners with performance rights organizations in the US—ASCAP, BMI and SESAC. The PROs authorize CCS to license churches and ministries for the rights to perform and play the songs in their respective catalogs – more than 25 million songs, which allows CCS to provide a one-stop license for all three PRO catalogs of songs. Only churches and religious organizations with a 501c3 tax status qualify for CCS performance licenses. Each of the PROs reserve the right to determine whether or not an organization or entity qualifies for CCS's licenses.

## **What can I do with WORSHIPcast?**

The WORSHIPcast License allows you to webcast your performances of copyrighted music of 25 million songs. These webcasts can be live or on-demand. Webcasting is not limited to worship services and also covers concerts and studio recordings of your worship team. The WORSHIPcast License does not cover downloading of music or any music posted to any third party website. Webcasting of master recordings or accompaniment tracks requires additional licensing. This license is for performances only, and does not cover duplication of copyrighted materials. Additional licenses may be required in accordance with applicable law.

## **Do I have to report?**

All license holders are required to report, but our simple and easy online report ensures that songwriters are properly compensated for use of their songs.

## **Why does the catalog size matter?**

If a song is not covered by your church streaming license, you have three options. You could not use the song in your set list. You could edit performances of the song out of your video. You could also purchase additional licensing for the song. Choosing a church streaming license with a broad catalog maximizes your creative options, while also saving time and money.

## **What happens to the fees we pay?**

Great art does not happen accidentally. When music and the arts flourish, there is a cultural economic terrain in which songwriters and artists thrive. The next time you buy a church music license, like CCS's PERFORMmusic License or WORSHIPcast License, or pay an invoice for music rights, take another look at the transaction you're making. It's a tremendous opportunity to support songwriters, who in turn will bless your church with new worship songs that proclaim the Gospel, touching and transforming hearts. We pay fees directly to ASCAP, BMI and SESAC, and they then pay their affiliated writers and publishers. The Church plays a vital role in GIVING MUSIC LIFE.

# Master Recordings

**(including sound recordings, artist recordings, accompaniment tracks, multitracks or stems)**

## 1. Church Exemption/What is permitted without copyright permission

The religious service exemption of the U.S. Copyright Law (Section 110[3]) is probably the most important part of the law for churches, because it provides that “performance of a non-dramatic literary or musical work or of a dramatico-musical work of a religious nature or display of a work, in the course of services at a place of worship or other religious assembly” shall not constitute infringement of copyright. In other words, you do not have to get permission from the copyright owner or pay royalties to perform music or display the lyrics of a work in a religious service. This applies to the “performance” and “display” rights, which are only two of the six rights of the copyright owner.

\*Note this exemption is only for use in your worship service and it can't be videoed or streamed. If you are videoing or streaming see point 3 below.

## 2. Copyright permission what is not exempt

The exemption does NOT apply to the exclusive rights of the copyright owner to:

- **Reproduce** (make a duplicate or copy) a copyrighted work;
- **Distribute** the work;
- Make a **derivative** work (like a translation or arrangement);
- **Perform** a digital sound recording (through digital transmission on the Internet);
- It's also critical to note that it **does not** cover activity outside your religious service. Remember the exemption only applies “...in the course of services at a place of worship or other religious assembly”.

### 3. Streaming? Copyright permission what is needed

**The streaming license does not** cover streaming rights for any master recordings, including sound recordings, artist recordings, accompaniment tracks, multitracks or stems. Additional rights **must** be secured from the sound recording copyright owner in order to legally stream these. This is where compliance gets more complicated. These are unusual times and many publishers are allowing the use of their master recordings to be used in your streams. Check out the list here and look for an up-to-date listing at ResourcingWorship.com. This means that if you use the tracks from one of these publishers, you are clear to stream these during the COVID-19 period without additional licenses that are normally needed.

After the COVID-19 allowances go away, you need to check with the publisher of the music you wish to license. They will often have an agent company that handles all their copyright issues. MusicServices.org handles many Christian publishers. There is now a blanket license that is available to churches that you might want to look at. It is much more complex than the CCLI and CCS licenses, but it is striving to meet that need. Check out SoundExchange.com. Some backing track suppliers have indicated they may strive to continue the permission to use at no cost in streaming. Check with your favorite publishers for their policies in the months to come. There are services like <https://www.easysonglicensing.com/default.aspx> that will assist you in getting the licenses you need.