



SOCAN In Action We Work For You

Welcome to SOCAN

SOCAN and its predecessors have been administering the performing rights of Canadian songwriters, composers, lyricists, and music publishers for more than 80 years. That tradition continues today in an organization that is leading the way in the rapidly evolving music industry for more than 80,000 members, and hundreds of thousands of creators and publishers worldwide.

SOCAN is governed by a member-elected Board of Directors, made up equally of publishers and writers, and guided by a Passion for Service. In addition to our members, we serve our music-user customers. We offer them access to one of the world's most valuable cultural assets: virtually its entire repertoire of copyright-protected music for communication and public performance.



SOCAN

Society of Composers, Authors and
Music Publishers of Canada

Société canadienne des auteurs,
compositeurs et éditeurs de musique

Your Partner in

Joining SOCAN

Performance:

Every day, SOCAN welcomes new members across the entire spectrum of musical experiences and genres. This brochure focuses on how creators and publishers can join SOCAN and get the organization working for them. Music users are encouraged to contact their local SOCAN sales representative for more information on how they can take advantage of our services.

Membership

Eligible writer members* must be Canadian songwriters, composers or lyricists, or those music creators that have taken up permanent residency in Canada, who meet one of the following criteria and have proof of performance:

- Your music has been published by a music publisher;
- Your music has been released on a commercial recording (available for sale); or
- Your music has been, or will be, performed in a public forum (radio, TV, live) subject to licensing by SOCAN.

Eligible publishers will be accepted for membership if they can establish that they have an office in Canada and that, by contract, they have been assigned one of the following:

- At least five musical works written or co-written by a SOCAN member or a Canadian who is a member of another PRO;
- At least one musical work written or co-written by a SOCAN member or a Canadian who is a member of another PRO featured on a commercial recording; or
- At least one musical cue listed on an audio-visual cue sheet written or co-written by a SOCAN member or a Canadian who is a member of another PRO.

Publisher applicants pay a one-time processing fee of \$50 (plus applicable taxes) at the time the application is submitted to SOCAN.

Upon application, or before being accepted as a member, the publisher does a name check with SOCAN's Member Services Department to avoid duplicating a name already in use by other members of PROs worldwide.

The publishing applicant must provide a copy of its official business registration upon submission of its application.

For SOCAN to provide the best possible services to all members, publishers may be asked to provide copies of agreements with songwriters, composers and lyricists, as well as sub-publishing and co-publishing agreements.

* There is a one-time application processing fee of \$25 (plus applicable taxes) for writers who submit paper applications. Processing of online applications remains free for writers.



Registration And Notification

The next step of the process is for members to register their works that have been, or are about to be, performed. Prompt registration should continue as new works are created and performed.

This is one of the most important contributions that a member can make. We are proud to represent all of our members' interests worldwide, but can only do so when all titles are registered properly. Members must inform SOCAN of any work that they want added to their catalogues.

Since no payment is made for musical works that have not been registered, we ask that members notify SOCAN *immediately* of any new works that are to be performed. This ensures that all qualifying performances can be identified and paid.

Every work must be registered online at www.socan.ca or on its own registration form. This provides all the key information, such as title, duration, and the names of writers and publishers and agreed-upon share percentages.

How to register your musical works

You can register your works online at www.socan.ca or by using SOCAN's work registration forms. Hard copies of the forms can be downloaded from the secure section of SOCAN's Website at www.socan.ca or obtained from your local SOCAN office.

If your music is included in film and television programs, SOCAN must be notified of the use of the music through submission of an audiovisual production cue sheet. The producer of the film or program must register the details of all music used in the production, including the title of the work or cue being used, the composer/songwriter and publisher of the work, the duration and type of usage. Blank cue sheet forms can be downloaded from the secure section of SOCAN's Website or from your local SOCAN office.

Who gets what?

Quite often more than one person owns the copyright to a musical work – you may share copyright with a co-writer and/or a publisher. If, at the time of registration, you don't advise SOCAN how you want the royalties divided, SOCAN will allocate the royalties as follows:

Unpublished work (composition without lyrics) - Composer will receive 100 percent share

Unpublished work (composition with lyrics) - Composer will receive 50 percent share and the lyricist will receive 50 percent share

Published work (composition without lyrics) - Composer

continued



will receive no less than a 50 percent share and the publisher will receive no more than a 50 percent share

Published work (composition with lyrics) - Composer will receive 25 percent share, the lyricist will receive 25 percent share and a like percent share will be allocated to the publisher(s) to a maximum of 50 percent - i.e. if each composer/lyricist has a different publisher, each publisher will receive 25 percent share, or if the composer and lyricist have the same publisher for the work, then the publisher will receive 50 percent share.

There are different scenarios relative to the allocation of shares, dependent on the number of collaborators, whether the work is published or not, use of public domain music, etc. Therefore, we suggest you obtain a copy of SOCAN's detailed distribution rules (available from the member secure area of SOCAN's Website) or speak with a SOCAN Member Services representative, who will be glad to assist you in this matter.

The more information SOCAN has on any given title, the better. Notifying SOCAN of performance information ensures that we provide the highest level of service. For example, has the work been released commercially? Has it been used in film or television? Has it been performed internationally? Has it been played in live performances?

SOCAN tracks as much information as possible, but members can be extremely helpful in providing details. Since January 2002, much of this process has been achievable online.

For more details about the next steps in collecting royalties for the works you have created, please visit www.socan.ca or request a copy of How Your Music Makes Money from SOCAN's Information Centre.

Contact Us

We would be happy to discuss in more detail our *Passion for Service* and how we can get started working for you. Whether you are a music creator, a music publisher, or a music user, you will discover that SOCAN can be an invaluable partner in performance.

Please do not hesitate to contact us by e-mail, phone or fax with your questions and comments. For immediate information, be sure to visit our Website at www.socan.ca or call 1-866-307-6226.

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what's right for music
la musique a ses droits