



Cue Sheet Submission and Management

Viewing Your Cue Sheets

There are two ways to view cue sheets:

View All Registered Cue Sheets: view every cue sheet in SOCAN's repertoire.

- For cues where you are a listed shareholder, you will be able to click through to the work level to see full details including writer's shares.

View My Registered Cue Sheets: view all cues, shareholders, and the shares for production's cues where you are a shareholder.

Submitting Your Cue Sheets

Members can select "Upload Cue Sheet" in the portal to submit using the template provided.

Complete the cue sheet template, and drag and drop your cue sheet and follow the upload status.

- Upload – new cue sheets currently uploading
- Errors – cue sheets that failed to import after upload. Check your work and upload again or call for assistance.
- Archive - cue sheets that were uploaded and imported successfully.

SOCAN is reinforcing the use of standard international cue sheet formats and will now collect BMI and ASCAP cue sheets through CIS-NET. As a result, work titles will be received exactly as entered by the home society and will no longer be replaced with generic SOCAN titles.

Members should continue to notify SOCAN of any major synchronization deals.