



Unison  
Festival  
Unisson  
Calgary

## Copyright and Licensing Guide

Unison is committed to making the 2018 Unison Festival fully copyright compliant. The purpose of copyright compliance is to honour the composers, lyricists and arrangers of the pieces we perform. By respecting copyrights and paying the appropriate licence fees, we help make it possible for these musical creators to continue to create new music for us to perform.

The responsibility for copyright compliance at the Unison Festival is shared between Unison as producer and the choruses as performers.

### Chorus and Performer Responsibilities

- **Legal purchase and reproduction** of print music
- Obtaining the permission of the copyright holder for **custom arrangements**
- Securing **Grand Rights** for any song involving a dramatic performance of a work defined as being “accompanied by dialogue, pantomime, dance, stage action, or visual representation of the work from which the music is taken”
- Paying **Mechanical Rights** if your chorus distributes for free or sells a recording of your Festival performance
- Providing proof of copyright and licensing compliance to Unison Festival

### Unison Festival Responsibilities

- Paying the **performance licence fees** to SOCAN for the live music performed at the Festival
- Reviewing and approving the proof of copyright and licensing compliance provided by choruses and performers

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## Legal Purchase and Reproduction of Print Music

Choruses must have legally purchased or reproduced copies of each song for every person on stage, including the singers, conductor, instrumentalists, guest artists, and interpreters. It is illegal to reproduce copyrighted music in any form without written permission from the copyright holder.

### ➤ **Published sheet music**

Provide proof of purchase of the required number of copies. Options:

- a) A receipt showing the purchase date, title of the song, and number of copies purchased.
- OR**
- b) A colour photograph of the published scores with the title page and the number of scores clearly visible.

### ➤ **Commission, manuscript or unpublished score**

Provide proof of written permission from the copyright holder to print the required number of scores and to perform the song. Options:

- a) A receipt showing the purchase date, title of the song, and number of copies purchased.
- b) A letter from the copyright holder showing the date, title of the song, name of the chorus, number of copies allowed, and indicating permission to perform the song at the Unison Festival. ([link to permission template](#))

**OR**

- c) The commission contract, provided it includes permission to perform the song PLUS signed permission from the copyright holder of the lyrics text, if rights for the lyrics are not included in the commission contract.

### ➤ **Music in the public domain**

Provide proof that the song is in the public domain.

The Petrucci Music Library at [imslp.org](http://imslp.org) has a searchable database of public domain works.

Provide a screen print or PDF of the IMSLP webpage showing that the song copyright is listed as public domain. The screen print or PDF must show the title and composer of the song, as well as the copyright information.

### **Use of tablets on stage at the 2018 Unison Festival**

Choruses may use tablets containing choral scores on stage at the 2018 Unison Festival, as long as the chorus has purchased or licensed legal or published music for each singer. In addition, any PDF score on a tablet must include the following instruction on the scanned title page:

This PDF is for use only by singers from **Chorus Name** with the understanding that **Chorus Name** has purchased music for each singer. This PDF score is a representation of the music in the chorus library and must be deleted from this tablet no later than June 1, 2018.

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## **Custom Arrangements**

Choruses must have permission or a licence from the copyright holder to arrange a song and to perform the arrangement.

### **Tips:**

- Permission to arrange a song can only be granted by the copyright holder; not by an arranger.
- Permission to arrange can be secured directly from a songwriter, if they own the copyright to their music.
- More often, a licence to arrange comes from a music publisher. You can contact the publisher directly or make a request through Tresona, a not-for-profit organization that helps individuals and choruses obtain music licences. ([www.tresonamusic.com](http://www.tresonamusic.com))
- A song in the public domain may be arranged without permission. However, the arrangement is not in the public domain. Permission to reproduce and perform the song must be obtained from the arranger.
- Permission to arrange is not permission to record a song or to share the arrangement with another chorus.

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- A licence and permission to arrange and perform the arrangement are granted to a specific chorus. You may not borrow an arrangement from another chorus.

### ➤ Documentation required

Provide proof of permission to arrange and perform the arrangement. Options:

- a) A signed licence to arrange from the copyright holder. Take careful note of any restrictions in the licence regarding the number of scores that may be printed or the timeframe for performing the arrangement.

**OR**

- b) Signed permission to create and perform a custom arrangement from the copyright holder. ([link to permission template](#))

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## Grand Rights

Choruses may require Grand Rights if they use a song or songs in a theatrical environment that includes costuming, choreography, or the development of a story.

**Key question:** Are you adding any dramatic elements to a song (i.e. dance, costumes, sets, spoken word) that attempt to mimic the original production from which the song is taken or are you using the song as part of an overall story or dramatic narrative?

If you are in doubt about whether a particular song element in your program requires Grand Rights, contact the copyright holder or the publisher of the song.

To request Grand Rights, contact the publisher of the song. Tresona can help with both of these tasks. ([www.tresonamusic.com](http://www.tresonamusic.com))

### ➤ Documentation required

Provide a signed Grand Rights license.

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## Approval of Copyright and Licensing Information

Unison Festival staff will review all copyright and licensing information submitted. Once the information provided for a song has been accepted, the approval status will be updated to “Approved” in Integra.

**If proof of compliance with all copyright requirements cannot be obtained, your chorus will not be allowed to perform the song in question at the 2018 Unison Festival.**

Unison Festival is grateful to **GALA Choruses** for providing resource materials for the preparation of this guide.

