

# Single Song or Composition - Copyright Registration Form (CR3-X/s)

This form is for the registration of up to 14 songs or compositions and must accompany the hard copy which contains the work to be registered. The fields in this form marked with an asterisk \* must be completed to enable accurate registration of your work.

Complete this form then print and send to Songrite at the address below together with a hard copy of your work  
**Page 01 of 03**

**Copyright Claimant**

Name \* (Recipient) \*

Address 1st line \*

Address 2nd line:

City \*

Zip/Post Code \*

State / County \*

Your Email:   I have no Email Address

**You must**

- a) Complete all the required fields and sign the form.
- b) Send all three elements in the same package.

- 1 Application Form (completed);
- 2 Hard copy of work to be registered;
- 3 The correct fee - (cheque or postal / money order);

**Send the complete package to,**

Songrite Copyright Office,  
 Wenallt,  
 Nant-y-Patrick,  
 St. Asaph, LL17 0BN,  
 Denbighshire,  
 United Kingdom

When your package has been received, a reviewer will check your work to ensure it is complete and satisfies the current regulations as stipulated on our website.

**Author Details**

Author 1 *	<input type="text"/>	Real name *	<input type="text"/>
Author 2:	<input type="text"/>	Real name:	<input type="text"/>
Author 3:	<input type="text"/>	Real name:	<input type="text"/>
Author 4:	<input type="text"/>	Real name:	<input type="text"/>

**A single song usually contains several copyright categories which cover all aspects of a song; and include all or any of the following**

- ~ THE MUSIC:
- ~ THE LYRICS:
- ~ THE ARRANGEMENTS:
- ~ THE PRODUCTION:
- ~ THE PERFORMANCE:
- ~ THE ARTWORK: (CD sleeve / cover)

**You can also include your**

- Band or Group name;
- Stage or Performers name;
- Your Pen name or psudonym;

**Band / Stage Name**

Name you wish to include:

**Titles of tracks to be registered**

Title of collection / Album \*  Number of Tracks:

Track 01	<input type="text"/>	Track 08	<input type="text"/>
Track 02	<input type="text"/>	Track 09	<input type="text"/>
Track 03	<input type="text"/>	Track 010	<input type="text"/>
Track 04	<input type="text"/>	Track 011	<input type="text"/>
Track 05	<input type="text"/>	Track 12	<input type="text"/>
Track 06	<input type="text"/>	Track 13	<input type="text"/>
Track 07	<input type="text"/>	Track 14	<input type="text"/>

<b>The Arrangements</b>		leave blank If not	
Track 01 Arranged By:	<input type="text"/>	Track 08 Arranged By:	<input type="text"/>
Track 02 Arranged By:	<input type="text"/>	Track 09 Arranged By:	<input type="text"/>
Track 03 Arranged By:	<input type="text"/>	Track 10 Arranged By:	<input type="text"/>
Track 04 Arranged By:	<input type="text"/>	Track 11 Arranged By:	<input type="text"/>
Track 05 Arranged By:	<input type="text"/>	Track 12 Arranged By:	<input type="text"/>
Track 06 Arranged By:	<input type="text"/>	Track 13 Arranged By:	<input type="text"/>
Track 07 Arranged By:	<input type="text"/>	Track 14 Arranged By:	<input type="text"/>

<b>The Production</b>		leave blank If not	
Track 01 Produced By:	<input type="text"/>	Track 08 Produced By:	<input type="text"/>
Track 02 Produced By:	<input type="text"/>	Track 09 Produced By:	<input type="text"/>
Track 03 Produced By:	<input type="text"/>	Track 10 Produced By:	<input type="text"/>
Track 04 Produced By:	<input type="text"/>	Track 11 Produced By:	<input type="text"/>
Track 05 Produced By:	<input type="text"/>	Track 12 Produced By:	<input type="text"/>
Track 06 Produced By:	<input type="text"/>	Track 13 Produced By:	<input type="text"/>
Track 07 Produced By:	<input type="text"/>	Track 14 Produced By:	<input type="text"/>

<b>The Performance</b>		leave blank If not claiming	
Track 01 Performed By:	<input type="text"/>	Track 08 Performed By:	<input type="text"/>
Track 02 Performed By:	<input type="text"/>	Track 09 Performed By:	<input type="text"/>
Track 03 Performed By:	<input type="text"/>	Track 10 Performed By:	<input type="text"/>
Track 04 Performed By:	<input type="text"/>	Track 11 Performed By:	<input type="text"/>
Track 05 Performed By:	<input type="text"/>	Track 12 Performed By:	<input type="text"/>
Track 06 Performed By:	<input type="text"/>	Track 13 Performed By:	<input type="text"/>
Track 07 Performed By:	<input type="text"/>	Track 14 Performed By:	<input type="text"/>

Notes:

To ensure all authors /artists are correctly identified and credited with their contributions please supply the requested information.

This information will be added to your documentation unless you inform Songrite to omit these details.

**Payment Details**

Please select the currency you wish to pay the fee with

£ 30 Sterling

€ 40 Euro's

I enclose a cheque / money order

I wish to pay by PayPal (a payment link will be set to you when your work has been reviewed)

**Final Check**

You can pay the registration fee by cheque, or international money order.

Please make all cheques and "international" money orders out to ---- Songrite Copyright Office

You can also pay the fee via bank transfer (by prior arrangement)

Check list  Completed Form  Hard copy of work  Correct fee  Hand Written Signature

"Hard copy" means one of the following;

CD / DVD / Manuscript / Lyric sheets / etc. Please include all the titles of individual songs / tracks or lyrics.

The hard copy along with this application form are securely stored in your allocated

**To ensure accuracy and Completeness you must**

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- b) Send all three elements in the same package.

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When your package has been received, a reveiwer will check your work to ensure it is complete and satisfies the current regulations as stipulated on our website.

Please examine all the information you have entered into this form for accuracy and entirety.

**Declaration**

I the undersigned certify that I am the main...(please select)  Author  Authorised Agent of  Author / owner of exclusive rights of the work identified in this application

I hereby declare that, to the best of my knowledge and belief, the particular given within this form and the declarations made therein are accurate and true.

Type or print full name here \*

This form is Dated Automatically

Print out the form and apply your signature here X \*

**Songrite Copyright Regulations**

Please Read:

To satisfy the basic laws and principles of copyright, the method or form of expression must be "original" and or "unique" although the concepts or ideas behind the work/s do not have to be an original creation of the author.

- > All works submitted by mail are done so at the clients own risk and expense.
- > Responsibility for all works submitted by mail remains with the client.
- > The copyright claimant will be deemed the copyright owner unless alternative instructions are given by the claimant
- > Real / legal names must be declared if using a pen name / pseudonym or alias.
- > Modifications to a work are not permitted once it has been registered and the documents issued.
- > An issued certificate covers the work that is detailed within the certificate only.
- > The fee payable is per certificate at the time of issue with no additions allowed.
- > Acceptance of the details regarding the submitted work is binding and final once the registration fee has been paid.

For Official Use Only

Reveiwed By:

Signature of Reveiwer:

Official Date Stamp Here