

APPENDIX 3

Music Information collection

The purpose of the ClicknClear's system (www.clicknclear.com) is to help the athletes secure the relevant music rights for their Music Accompaniment for their routine, and to collect the music information needed for broadcasters / collecting societies.

Each NF has access to a platform (details below) where the music data must be correctly completed for all Athletes entered to compete. It is the responsibility of the athletes and their NF to ensure that the music is licensed.

NFs must complete the required fields for each music title composing the entered athletes' routines. The music titles should be listed in the order sequenced for the athletes' routines. If the music has been specially commissioned or adapted, all the details of the individual/entity commissioned for such task must be provided. The information requested below is also necessary for any music (considered) in the public domain. If it is a remix composed of several songs, the details of each song used must be provided.

The information must be fully completed via ClicknClear by the deadline specified in the event Directives

The music rights verification process is as follows:

1. Please note that it is up to each NF to decide whether the process is carried out by the NF staff or to delegate it to the respective Athletes.
2. To access the Event for music submission, click: <https://verification.clicknclear.com/my-events/event/69269/invite?token=30a230041678e17596543ccd2b6c802c&lp=fig>
3. You will be required to create a free account, if you are not already a ClicknClear user.
4. You will first add the following information:

[Team/Athlete Name](#)

Team/Athlete Name(s)

[Team/Athlete Email](#)

The contact email for the Team/Athlete

[Organisation](#)

The Team/Athlete's National Federation

[Discipline](#)

Select "Women's Artistic Gymnastics" from the dropdown list

[Any other information that may be requested](#)

5. Upon completion, click 'View Event'.

6. Click 'Upload'. This is where you will submit the music accompaniment audio together with all relevant music license agreements and supporting information for each Athlete. NFs are responsible to ensure that the uploaded information is up to date at all times. For more in depth information together with screenshots, on how to do this, please see:

<https://www.clicknclear.com/participant-lvs-guide>

7. Either upload a new recording or select an existing recording.
8. The system will identify the music in the uploaded recording and ask you to confirm the Songs.

Follow the instructions to Add, Remove or Confirm Songs.

If you are adding a Song, you will need to add the following information:

Title

Enter the title of the exact song or piece of music version within an album or compilation.

Artist(s)

Enter the name of the performer(s) or band or orchestra.

Start Time | End Time

The start and end times of the piece of music you are adding, within the recording.

Year of release

The year the recording was released commercially.

Composer

The name of the individual(s) that wrote the Song.

Publisher

The name of the publisher who owns the publishing rights.

Record label

The name of the record label who owns the recording/master rights

ISWC

The ISWC code (International Standard Musical Work Code) reference number for the identification of musical works.

ISRC

The ISRC code (International Standard Recording Code) reference number for the identification of recorded music tracks.

9. Submit the information.
10. You will then need to Add a License.
Click 'Add License' next to the Song. Please note, you can add a license for multiple songs at the same time.
Select the License Source:
ClicknClear - License(s) purchased from ClicknClear
Bespoke Music (original music specially commissioned (excluding mixes / music edited using 3rd party owned content)
Public Domain – music out of copyright
Other – any other source of music, including mixes

Depending on the License Source selected, you will be required to upload the proof of license in original PDF format.

11. Select the **checkbox confirming the information is accurate**.
12. Click **'Submit'**.
13. The system will provide a license verification result (green - licensed, green/yellow – partially licensed, yellow – unverified, red – unlicensed).
14. If music shows as Unlicensed or Unverified you can click 'Why?' to learn how to fix it.

For technical support, please contact support@clicknclear.com.

Additional Information on Music Licensing

II. 'Music Accompaniment' Licenses Required

For Sports using music to accompany their routines, the following 'Music Accompaniment' rights/permissions are required in the form of a license:

- edit or adapt music into a mix, if more than one song is being used.
This includes combining tracks together, changing the tempo, adding sound effect, voiceovers etc. Keep in mind that this license is not standard in music copyright and not available from collecting societies in 'performing rights' and needs to be specifically cleared.
- set choreography to the music, which falls under the scope of a 'Grand Right', which is the right to perform musical compositions and recordings within the context of a "dramatic work" or choreography.
- create any copies of the music that may be needed for training and competition purposes, also known as the 'mechanical rights'.

In order for music to be fully cleared for these uses, these rights need to be cleared for each and every track used in each mix that contains music requiring a license (backed by a warranty and legal indemnity) for appropriate territory(s) that covers both the master rights of the recording artist and the publishing rights of each individual writer and composer of the track.

III. Legal Options for Music Licenses

There are a number of ways in which you can legally use or create a music mix to accompany your routine/performance:

1. For easy compliance with the above-mentioned requirements, it is recommended to use commercially released or production music from approved licensing provider, subject to the music being available for the country where it will be used.
2. Use completely original music (specially commissioned) written and/or recorded by a composer and/or artist. If you do this, please ensure you have contractually obtained the relevant rights required. ClicknClear's License Verification System has an online form that your composer/artist can use to confirm the rights they have granted you.

3. Use music out of copyright (otherwise known as music in the public domain). To be noted that the duration of copyright varies in each country so you MUST check your local copyright law.
4. Secure a license directly from the owners of the music. In some cases, ClicknClear may be able to assist in the clearance of music not currently available on the ClicknClear platform. However, please note this route will be significantly more expensive, may take significant time, and there is no guarantee of a positive outcome.

Should there be specific questions or concerns related to music licensing, all stakeholders are encouraged to consult with ClicknClear (support@clicknclear.com).

For further advice on copyright laws, we recommend speaking to a music or copyright attorney.

We thank you for your cooperation