

Notification of Works Instructions

If your work is original (and includes no sampling), only fill out sections **A** (song or jingle), **B** and **E**

Section A: Song

If you are registering a song, complete the section under SONG. If you are registering a jingle, complete the section under JINGLE. One form is required for each song that is being registered.

Song

If your work is original (and includes no sampling), only fill out sections A (song or jingle), B and E

Section A	TITLE OF YOUR WORK	The Thing		
	ALTERNATIVE TITLE	Bend Down For De Hmm	Artiste	Nassis & Krome
	DURATION	Minutes	2	Seconds 57
	GENRE	Dennerly Segment		
	RELEASE DATE	10-May-2018		

Title Of Your Work - This is where you input the name of the song.

Alternative Title - If this song is known by any other title, this is where that other title is inputted. For example, the song “*The Thing*” by Nassis and Krome is more commonly known as “*Bend Down For De Hmm*” therefore, “*Bend Down For De Hmm*” will be placed in the alternative title section.

Duration - The length of the song in minutes and seconds

Genre - The style of the music (Soca, Afrobeat, Hip-Hop, etc)

Release date - The date the song was first released.

Section A: Jingle

Jingle			
TITLE OF YOUR JINGLE	Massy Stores Jingle 2020		
PRODUCT PROMOTED	Christmas Sale On Canned Foods		
AGENCY	Massy Stores		
SCRIPT TITLE		JINGLE ID NO.	
RELEASE DATE	18-Nov-2020		

Title Of Your Jingle - This is where you input the name of the jingle.

Product Promoted – The product or service that is being advertised in the jingle.

Agency – The company for which the jingle was produced.

Script Title – Title of the script if any

Jingle ID No. – Identification number assigned to the jingle if any

Release date - The date the jingle was first released.

Section B: Creative Contributors

This section is where you tell us who the persons with shares in the song are.

Creative Contributors

	WRITER(S) NAMES / PUBLISHER(S)	Share of Royalties		Code*	For IPI Number
		Performing	Mechanical		
1	Davidson Henry	12.5 %	12.5 %	A	1.000.934.219
2	Akim Lynch	25 %	25 %	CA	1.000.933.908
3	Dayne Felix	50 %	50 %	C	887.518.872
4	More Music Publishing	12.5 %	12.5 %	E	418.198.932
5		%	%		
6		%	%		

Writer(s) Names/Publisher(s) - The full government names of the writer of the lyrics, the creator of the beat/music and registered music publishing company goes here.

Shares Of Royalties - Each column **must** total 100% when shared among the creative contributors of the song.

- Performing – agreed performance royalty share.
- Mechanical - agreed mechanical royalty share.

Code - Place the corresponding code for each creative contributor in the song.

- ‘C’ for Composer (Music Only)
- ‘A’ for Author (Lyrics only)
- ‘CA’ for Composer and Author (Music and Lyrics)
- ‘Arr’ for Arranger of PD (Public Domain Work)
- ‘SA’ for Sub-Author
- ‘E’ for Original Publisher
- ‘SE’ for Sub-Publisher
- ‘NS’ for someone who is not a member of any PRO

Note: Songs are considered Public domain when copyright on those songs has expired or the authors explicitly put these works into the public domain. For example: you record your own version of “*Deck The Halls*” which is a Christmas song in the public domain. You will be able to register this song as the arranger (Arr), but **not** the composer/author.

For IPI Number - Every composer, author or publisher who is registered with a PRO has his or her own unique IPI number. It is imperative that each contributor’s IPI number is included with the form. This will assist ECCO with attaching the correct contributor to the song.

Publishers

Date of Agreement	End Date of Agreement	Publishing Territory
03-Jun-2021	02-Jun-2023	World

(Attach Agreement)

This section should be completed ONLY IF a publishing agreement exists between the songwriters and a Music Publisher. The date of the agreement, end date and publishing territory will be stipulated in the publishing agreement. The agreement should be provided along with this form.

Section B2

Section
B2

Place a Checkmark
next to:

Amended Registration	<input type="checkbox"/>	US Licensing: ASCAP	<input type="checkbox"/>	SESAC	<input type="checkbox"/>
Dramatic Musical Work	<input type="checkbox"/>	BMI	<input type="checkbox"/>	Authority not given for First Recording	<input type="checkbox"/>

Amended Registration – Select if you are re-registering a previously registered song with a publisher, new songwriters or songwriter shares.

Dramatic Musical Work – Select if the song was created for use in a motion picture or a dramatic work such as musical plays and operas.

US Licensing – Select either ASCAP, BMI or SESAC to represent your song in the USA. Because there is more than one PRO in the US, only one can represent your song in that territory and therefore, only one must be selected.

Authority Not Given for First Recording – Select if rights are assigned to a third party for a new recording, remix or jingle and you wish to keep the rights to the first (original) recording.

Section C: Public Domain Works

If you are re-working a song that is in the public domain, this is where you tell us about that public domain song.

Remember: Songs are considered Public Domain when copyright on those songs has expired or the authors explicitly put these works into the public domain.

Section
C

Public Domain Works

Title of Public Domain (PD) Work			
PD Writer(s)			
Public Domain Works Cont'd – Please Check one (✓)			
Arrangement of Public Domain Music and new words	<input type="checkbox"/>	Arrangement of Public Domain music and unchanged Public Domain words	<input type="checkbox"/>
Adaptation of Public Domain words and new music	<input type="checkbox"/>	Instrumental	<input type="checkbox"/>
Arrangement of Public Domain music and adaptation of Public Domain words	<input type="checkbox"/>	Arrangement of Public Domain music only	<input type="checkbox"/>
Other			

Section D: Medley & Samples

Complete this section if your song contains any samples or is a medley of songs. Please note that proof of authorization is required for any authorized use.

Section D **IS YOUR WORK A MEDLEY OR DOES IT CONTAIN SAMPLES?**
 If an authorized translation or authorized use of copyright words, Please attach authorization

Title of Original work		It includes? (Check one):	Medley	<input type="checkbox"/>
			Sampling	<input type="checkbox"/>
Original Writers				

Section E: Signatures

Section E **Signatures**

IMPORTANT! Please submit your MP3 files along with this completed form.
 Email completed form to Keen Cotter at kcotter@eccorights.com

Sign here (Enter Your Full Name ↓)

Publisher (1)		Name of Company (1)	
Publisher (2)		Name of Company (2)	

Enter Your Full Name ↓

Writer (1)	Akim Lynch	Writer (4)	
Writer (2)		Writer (5)	
Writer (3)		Writer (6)	

Type your full name: **Date:**

Enter your ID# (National ID or License Number)

Publishers – If the form is being completed by a music publisher(s), the full government name of the person representing the company goes here.

Name of Company – The business name or trading name of the music publishing business goes here.

Writers - If the form is being completed by a writer(s), their full government name goes here.

Type Your Full Name - The full name of the person completing and submitting the form.

Enter Your ID Number – National ID Card number or License Number goes here.

Date - The date the form is completed goes here.

Important Information

Members must continue to properly register their music to ensure that they receive royalties their music may generate.

To properly register a song, members must:

- a) Complete a Notification Of Works form. The form MUST include the work title, artiste name, genre, release date, legal names of all songwriters and/or publisher name, songwriter share of royalties and IPI numbers, and signature of member submitting the work. Forms must also be dated in the space provided in the bottom right corner.
- b) Submit an MP3 copy of the work. ECCO uses a system called BMAT to track when songs are broadcast on radio. The MP3 file will be tagged and uploaded to BMAT for tracking and identification when the song is played on licensed radio stations. Therefore, it is suggested that the file submitted to ECCO be the final master that will be distributed to radio stations. MP3 files should be properly labelled with the correct Artist Name and Song Title.
- c) A Song registered with ECCO should mirror the song title and artist name that the song is released under. This will ensure proper matching of the song when it's played on radio. For example, if a song is registered with ECCO as "*Do Things To You*" but it's released as "*Things You Love*," our system wouldn't recognize "*Things You Love*" and this song would remain unmatched because we have no data for it. Therefore, "*Do Things To You*" wouldn't generate any royalties.