



A Guide To Reporting Music To Channel 5

Revised 15th August 2022

IMPORTANT UPDATE

REPORTING AND DELIVERING MUSIC PAPERWORK

Channel 5 now require music cue sheets to be submitted on the **Viacom Q** system only.

Please note – Music Rights information will be reported on the PCIS.

MUSIC CUE SHEETS

For reporting cue sheets on the Q system, contact allinmusicservices@channel5.com for your login and to arrange a training session

MUSIC RIGHTS PAGES

If you are new to PCIS: click **'Sign Up'** at the bottom of this page:

<https://productionhub.viacomcbs.uk.vimn.com/PcLogin.aspx?ReturnUrl=%2f>

If you are already on PCIS: email postproductionpaperwork@channel5.com to get new programmes added to your login on PCIS

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Reporting Cue Sheets on Viacom's Q system:

PLEASE NOTE: Music cue sheets on Q and the Music Rights pages on the PCIS must be submitted at the same time, otherwise paperwork will be rejected. Also, if you notice that the 'Recording' and 'Work Licence' status boxes are missing from your cue sheet, please let us know straight away.

If you are working from an EDL, may we suggest that you look through this first to eliminate any OVERLAPS and to also see if you have any repeated tracks in the programme. 'Commissioned music' and 'Production Library' tracks can now be aggregated, if you have used the same 'music titles' in a programme. This will save you time when you are completing the music cue sheet. However, Commercial Music must **NOT** be aggregated.

Please see [Page 10](#) for a guide on how to deal with overlapping time codes.

STEP 1 - LOGIN: Access Q here: <https://q.vimn.com/>

STEP 2 - FINDING YOUR PROGRAMME:

- Click **SEARCH** (on the top right hand side) to find your programme



- Under the **CART #** field, insert your **C5** programme number omitting the version letter at the end then click **GO**.

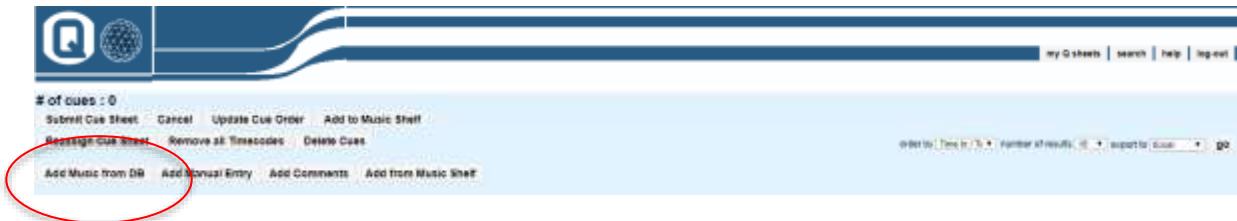
A screenshot of the Q system search form. It contains various input fields for search criteria: Show Type, Show Title, Initial Airdate, Channel of Initial Exhibition, Country/Territory of Initial Exhibition, Producer(s), Production Source Indicator, Digital Media Filename, Group, Production Company, Episode Title, Episode #, End Airdate, Executive Producer, Length of Show (HH:MM:SS), Region, Music Content Indicator, and Cart #. The 'Cart #' field is circled in red. There are also buttons for 'Start With' and 'Contains', and a 'GO' button at the bottom right.

- Your programme should appear in a list below. Click the **pencil icon** on the right hand side to access your programme.

A screenshot of the Q system results page. It shows a table with columns: Show Title: Episode Title (Episode #), Cart #, Created, Last Updated User, and Last Updated. The first row shows 'Live Boxing - Cardiff' with Cart # 'C5227100001'. To the right of the table, there are buttons for 'export to excel' and 'export to PRS CSV'. A red arrow points to the pencil icon in the action column of the first row.

STEP 3 - ADDING A TRACK TO YOUR CUE SHEET:

- Click **ADD MUSIC FROM DB** to search for your track



- Uncheck all boxes by clicking **CHECK ALL**. Leave the 'Unapproved Manual Entries' box ticked. (N.B: If all boxes are ticked, the search takes longer)

A screenshot of the 'Add Music from DB' form. The 'Check All' checkbox is circled in red. Below it, the 'Unapproved Manual Entries' checkbox is checked. There are several categories of music sources with checkboxes: 'MARS - Commissioned', 'MARS - Licensed', 'MARS - Live', 'MARS - Music Video', 'Regional Music', 'Other Catalogs - Production Library', 'Other Catalogs - Commercial', 'Channel 5', and 'VML/Custom'. To the right, there are search criteria fields: 'Start With' (selected) and 'Contains' (unselected), with input boxes for 'Song / Track Num', 'Artist', and 'Writer/Composer'. There are 'GO' and 'REPLACE' buttons, and a 'cancel' button. A 'show catalogs' link is at the bottom left.

- Tick the boxes / libraries that are applicable to your track - please include **REGIONAL** and **CHANNEL 5** in your search as these are entries created by the Channel 5 music team. These search options will now be applied to all tracks in this cue sheet. If you can't find your track, please go to **STEP 4**

Please note: Do not select any of the MARS catalogues

A screenshot of the 'Add Music from DB' form, similar to the previous one. The 'Check All' checkbox is circled in red. The 'Unapproved Manual Entries' checkbox is checked. In the list of music sources, 'Channel 5' and 'VML/Custom' are highlighted with yellow. The search criteria and buttons are the same as in the previous screenshot.

- Input the track title in the **SONG / TRACK NUM** field and click **GO**
- The database will pull through any song titles that match your entry - click **+ADD** to choose your track. If the search does not pull through your track and you have double checked that it is definitely not in the database, please go to **STEP 4**

Add Music from DB

☐ Check All

☒ Unapproved New Entries

☐ MARS - Commissioned

☒ Other Catalogs - Production Library

☐ MARS - Licensed

☐ Other Catalogs - Commercial

☐ MARS - Live

☒ Channel 5

☐ MARS - Music Video

☒ VML/Custom

☒ Regional Music

[show catalogs](#)

Start With: ☐ Contains: ☐ **die a legend** **GO** **cancel**

REPLACE

Your Search Returned 33 Results

| Song | Artist | Album | Publisher | Writer | Record Label | PRO | Source | Catalog | Region Number | ISRC | Music Origin |
|-------------------|------------------|-------|-----------------|-----------------------------|-----------------|------|--|---------|---------------|------|----------------------|
| Die A Legend - 30 | Unknown Ensemble | | Deep East Music | David Edward Holden (ASCAP) | Deep East Music | APRA | Big Bang Fuzz Production N/A Music Catalogue | | | | +add+clone+clipboard |
| Die A Legend - 30 | Unknown Ensemble | | Deep East Music | David Edward Holden (ASCAP) | Deep East Music | APRA | Big Bang Fuzz Production N/A Music Catalogue | | | | +add+clone+clipboard |
| Die A Legend - 30 | Unknown Ensemble | | Deep East Music | David Edward Holden (ASCAP) | Deep East Music | APRA | Big Bang Fuzz Production N/A Music Catalogue | | | | +add+clone+clipboard |
| Die A Legend - 30 | Unknown Ensemble | | Deep East Music | David Edward Holden (ASCAP) | Deep East Music | APRA | Big Bang Fuzz Production N/A Music Catalogue | | | | +add+clone+clipboard |

- Once you have selected your track, the box below will appear on the right hand side of your screen:

Die A Legend - 30 - Unknown Ensemble

Type of Use:

Is Instrumental? ☐

Music Origin Classification:

Production Music:

ISRC Number:

MCPS/PRS Code:

Catalog Number:

License Status Information:

Recording License Status:

Work License Status:

Time (hh:mm:ss):

In: Out:

Time used (mm:ss): **calculate**

save++ **save** **cancel**

If the Recording and Work Licence status boxes are missing from your cue sheet, please contact us immediately

Please fill in the mandatory fields below:

1. TYPE OF USE (*this was previously known as your use code*)
 - Background (music dubbed into your programme in the edit)
 - Featured (music audible to the action on screen)
 - Signature (theme music)
2. MUSIC ORIGIN CLASSIFICATION (*this was previously known as your source code*)
3. LICENSE STATUS INFORMATION - Recording License Status / Work License Status ** *please refer to page 6 for details*

PLEASE NOTE: If the License Status information boxes are not visible, please contact the Music Services team. This information is crucial to our reporting and cue sheets will be rejected if these fields are blank

**** Summary of Music Origin Classification and applicable License Status Information options**

| <u>MUSIC TYPE</u> (how it appeared on PCIS) | <u>MUSIC ORIGIN CLASSIFICATION</u> (how it appears on Q) | <u>RECORDING LICENSE STATUS</u> (PPL/MCPS) | <u>WORK LICENSE STATUS</u> (IPC/PRS) |
|---|--|---|---|
| Commercial Disc | Retail Product | Blanket | Blanket |
| MCPS Production Library | Production Music | Blanket | Blanket |
| Non MCPS Libraries (Audio Network, Synctracks, Masstrax) | Production Music | Direct | Direct |
| Live Performance (without a backing track / with a backing track supplied by a band or their management / karaoke recordings used) | Performance | Direct | Blanket |
| A Live Performance where the work is in the Public Domain | Performance | Direct | Direct |
| Archive clips | Performance | Direct | Blanket |
| Soundtracks | Soundtracks | Direct | Blanket |
| Promotional Music Video | Video | Blanket | Blanket |
| Commissioned Music | Commissioned | Direct | Direct |

4. TIME USED (*this was previously known as your duration*)
 - You **do not** have to enter timecodes. We can accept durations only. However, if you do enter timecodes, do not enter anything into the frames field in Q as this distorts the duration.
 - You can now **add up** (aggregate) the music duration **for multiple use of the same piece of Commissioned music** or the same **MCPS Production library track** or **NON MCPS Production library track (Audio Network, Synctracks, VML)** under the same use code. These can now be listed under the one single entry.
 - You must NOT add up (aggregate) any Commercial Music.
- Click **SAVE ++** after you have filled in the fields
- Please ensure time codes do not overlap. The warning message below will appear to alert you. **(N.B. if your time codes overlap, please see info on page 9)**

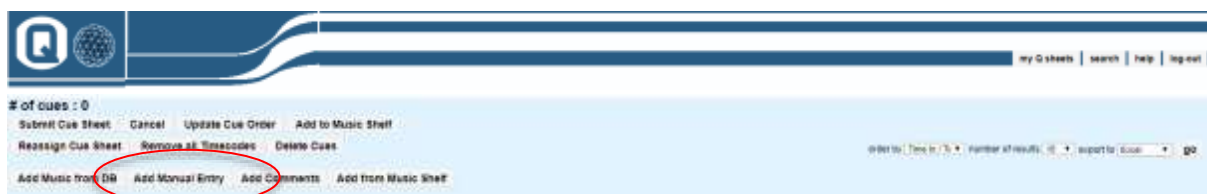


- Your cue line will then be added to the cue sheet – example below:



STEP 4 - MANUAL ENTRY

- If you can't find your track on the Q database, please select **ADD MANUAL ENTRY**. Go to Step 5 if you have already found /added your track



Below are the source codes and mandatory fields which need to be filled in:

| Music Origin Classification | Song | Type of Use | Artists | Writers | Recording License Status | Publisher | Music Origin Classification | Catalog Number | Work License Status | Record Label |
|--|------|-------------|---------|---------|--------------------------|-----------|-----------------------------|----------------|---------------------|--------------|
| Retail Product (C) | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Production Music (L) | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Performance with or without a backing track (P) | Y | Y | Y | Y | Y | Y | Y | N | Y | N |
| Performances where a karaoke recording is used (P) | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Archive clips (P) | Y | Y | Y | Y | Y | Y | Y | N | Y | N |
| Soundtrack (T) | Y | Y | Y | Y | Y | Y | Y | N | Y | N |

| | | | | | | | | | | |
|------------------|---|---|---|---|---|---|---|---|---|---|
| Video (V) | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Commissioned (X) | Y | Y | Y | Y | Y | Y | Y | N | Y | N |

Step 5: REPEAT steps until you have added all music used in your programme

Step 6: SUBMIT CUE SHEET: Once you have double checked your cue sheet and are happy with it, click **Submit** for the Channel 5 Music Department to review it alongside your music rights page on PCIS.

of cues : 1

| Cue Order | Song | Writer(s) | Publisher / Copyright Owner | Administrative Publisher | Artists | T Ti Tin |
|-----------|--------------|-----------------------------|-----------------------------|--------------------------|------------------|-------------------------------|
| 1 | Die A Legend | David Edward Holden (ASCAP) | Deep East Music | | Unknown Ensemble | 10:01:00 10:01:30 00:30 |

We will then either **approve** or **reject** your cue sheet. You should receive a notification email about any rejections.

Handy Q tips:






SEARCHING FOR A TRACK:

- When your search results appear, press Ctrl + F to narrow down the search. Enter a key word, such as the Composer or Artist name. This will help speed your search up and highlight all tracks containing your key word.
- When initially searching for a track you can add the artist or writer / composer name in the Artist field to narrow the search down – please note, this does not always bring up search results (even though the track exists in the system) so you may have to search with this field blank.

- Make sure that there are no hidden spaces and gaps after the song title when searching. This may give you no results or a false result.

AMENDING AND DELETING CUES

- Click on the **pencil icon** if you need to amend your cue line. Click the **X** to delete a cue line.

| Music Origin ISRC # MCPS# Region | Catalog # | Recording/Work License Status | Last Updated | Select All |
|----------------------------------|-----------|-------------------------------|---------------------------------------|--|
| Production Music | | Blanket Blanket | suppiahsobodhini/9/27/2017 7:56:00 AM | <input type="checkbox"/>      |

CLONING CUES:

If a song pre-exists on Q but is slightly different to yours, (e.g. your track is a remix), the track can be cloned and amended accordingly.






- Click **+CLONE** on the existing track – the cloned track will then appear as a manual entry to amend accordingly.

| Your Search Returned 1526 Results | | | | | | | | | | | |
|-----------------------------------|---------------------|--------------------------------|-----------|----------|--------------------------|-------------|----------------------|-------------|----------------|------|---------------------|
| Song | Artist | Album | Publisher | Writer | Record Label | PRO | Source | Region | Catalog Number | ISRC | Music Origin |
| Halo | | | | | | | Channel 5 | UK | | | +add +clone +delete |
| Halo | | | | | | | Channel 5 | UK | | | +add +clone +delete |
| Halo (Remix) | W.A.S | - | | Unknown | - | Santa Elena | Regional Music | Netherlands | | | +add +clone +delete |
| Halo I Love You | Dafunkle | Mosams | | Dafunkle | Underdog Records | Santa Elena | Regional Music | France | | | +add +clone +delete |
| Halo - Vocal | Spring Tree Project | Exit Lin Music / Speedy Orange | | Exit Lin | The Orange Music Company | ASCAP | Orange Music Company | USA | | | +add +clone +delete |

COPYING CUES:

This function can be used if the same track appears in your programme more than once and if the duration cannot be aggregated (i.e. it's a commercial track or a video).

- Copy the track in your cue sheet by clicking on the icon that looks like two pieces of paper and amend the necessary details.

| Music Origin ISRC # MCPS# Region | Catalog # | Recording/Work License Status | Last Updated | Select All |
|----------------------------------|-----------|-------------------------------|---------------------------------------|--|
| Production Music | | Blanket Blanket | suppiahsobodhini/9/27/2017 7:56:00 AM | <input type="checkbox"/>      |

THE CLIPBOARD/SHELF

This is your personal folder of saved tracks. If a track appears frequently in your programme or series, you can add it to your **CLIPBOARD/SHELF** so that you don't have to search for it in the main database each time.

- Search for your track as normal. Select **+CLIPBOARD/SHELF**.

Your Search Returned 1626 Results

| Song | Artist | Album | Publisher | Writer | Record Label | PRO | Source | Region | Catalog Number | ISRC | Music Origin | |
|------------------|----------------------|----------------------|----------------------|------------|--------------------------|-------------|----------------------|-------------|----------------|------|--------------|------------------|
| Radio | | | | | | | Channel 5 | UK | | | | add+clone+delete |
| Radio | | | | | | | Channel 5 | UK | | | | add+clone+delete |
| Radio House | W.A.B. | | | Unknown | | Santa Elena | Regional Music | Netherlands | | | | add+clone+delete |
| Radio 1 Love You | Dafunk | Monami | Dafunk | | Underdog Records | Santa Elena | Regional Music | France | | | | add+clone+delete |
| Radio - Vocal | Smoking Tree Project | Smoking Tree Project | Smoking Tree Project | Elton John | The Orange Music Company | ASCAP | Orange Music Company | USA | | | | add+clone+delete |

The next time you need to use this track click **ADD FROM CLIPBOARD / MUSIC SHELF**. A list will appear of all your saved tracks. Click + **ADD** as normal.

| Submit Cue Sheet Cancel Update Cue Order Add to Music Shelf | | | | | |
|--|--------------|-----------------------------|-----------------------------|--------------------------|------------------|
| Reassign Cue Sheet Remove all Timecodes Delete Cues | | | | | |
| Cue Order | Song | Writer(s) | Publisher / Copyright Owner | Administrative Publisher | Artist |
| 1 | Die A Legend | David Edward Holden (ASCAP) | Deep East Music | | Unknown Ensemble |
| Add Music from DB Add Manual Entry Add Comments Add from Music Shelf | | | | | |

OVERLAPPING TIME CODES

Tracks should not be overlapped, otherwise the music duration could exceed the actual programme on-air time, which would be queried by the copyright societies.

If your cues do overlap, amend as follows:

- When a piece of music starts, enter the start timecode. When the **next** piece of music comes in over the top, this will be the **end** time code for the first track and your **start** time code for the second track. Continue to report using this method.
- Also if a track has been completely mixed with another for the entire duration, please split the total duration between the two tracks and enter the time codes accordingly.

Just to note, commercial music tracks should never be mixed or combined with any other music.

Reporting Music Rights on PCIS:

PLEASE NOTE: The Music Rights page is mandatory and needs to be completed on the PCIS. Please submit the Music cue sheet on Q and the Music Rights page on PCIS at the same time, otherwise your paperwork will be rejected.

Programme Management – Music Rights Form Guide

1. Click on Episode

▼ Episodes

In Progress

- Episode 1** (C5/33007/0001A)
- Episode 2** (C5/33007/0002A)
- Episode 3** (C5/33007/0003A)
- Episode 4** (C5/33007/0004A)
- Episode 5** (C5/33007/0005A)
- Episode 6** (C5/33007/0006A)
- Episode 7** (C5/33007/0007A)
- Episode 8** (C5/33007/0008A)

Completed
This programme has no in progress episodes

2. Select Music Rights

▼ PAC Form (Not Started)

Channel 5 now require music cue sheets to be submitted on the Viacom Q system only - Q, please email allinmusicervices@channel5.com. **Please note – Music Rights info**

| | | |
|---------------------------------|---------------|--------------------------|
| Music Cue Sheet | SUBMIT VIA Q | Printable Version |
| Music Rights | [Not Started] | |
| Compliance Form | [Not Started] | |
| Other Contributors | [Not Started] | |
| Transmission Information | [In Progress] | Printable Version |
| Copyright Material | [Not Started] | |

3. Create first item

▼ Music Rights

This form is empty , please click to **create the first item.**

Add new entry

✳ Save Version

| | | | | |
|------------|-------------------|------|--------------|--------|
| Save Draft | Save And Complete | Edit | Copy Options | Cancel |
|------------|-------------------|------|--------------|--------|

4. Fill in boxes with the blurbs provided

Please enter the details for the item:

| | |
|---|---|
| Source Code | (L) Library Production Disc |
| Track Title | MCPS PRODUCTION MUSIC |
| Source of Material / Recording (if applicable) | ALL MUSIC CLEARED UNDER CHANNEL 5'S PRS BLANKET AGREEMENT |
| Synchronisation Fee Paid | AS PER CHANNEL 5'S PRS BLANKET AGREEMENT |
| Rights Obtained & Length of License Period | ALL MEDIA WORLDWIDE AND IN PERPETUITY |
| Cost of rights and any restrictions on these rights <small>(Please obtain quote/estimate for further rights/clearances as required by the relevant Production or License Agreement, in consultation with the Channel 5 Business Affairs Negotiator.)</small> | NOT APPLICABLE |

NOTE: To save the work as draft or to complete it, click on "Add Line to Form" - on the following screen save the version.

[Add Line to Form & Start New Entry](#)
[Add Line to Form \(click this to access new options\)](#)
[Cancel](#)

If you have multiple blurbs to enter, click here to create a new entry.

If you only have one blurb to enter, click here.

5. Name your Save Version, example – 'EP 1' and then click Save and Complete

Please enter the details for the item.

| | |
|---|---|
| Source Code | (L) Library Production Disc |
| Track Title | Audio Network Limited Catalogue |
| Source of Material / Recording (if applicable) | All music cleared under the Channel 5 direct agreement with Audio Network |
| Synchronisation Fee Paid | As per Audio Network Limited direct agreement with Channel 5 |
| Rights Obtained & Length of License Period | All media worldwide and in perpetuity |
| Cost of rights and any restrictions on these rights <small>(Please obtain quote/estimate for further rights/licences as required by the relevant Production or License Agreement, in consultation with the Channel 5 Business Affairs Negotiator.)</small> | Not applicable |

[Add Line to Form & Start New Line](#)
[Add Line to Form \(click this to access save options\)](#)
[Cancel](#)

[Save Version](#)
EP 1
[Save Draft](#) [Save And Complete](#) [Edit](#) [Copy Options](#) [Cancel](#)

- Music Rights will now say 'Completed'. Please click Submit.
If your music rights form does not say completed, please check previous steps.

5 Production Company Information System [Home](#)

Episode Home Page

▼ Episode Details

| | |
|--------------------------|-----------------------|
| Episode Title: Episode 1 | Company: [REDACTED] |
| CS Number: [REDACTED] | Programme: [REDACTED] |
| Running Time: 00:45:00 | |

[Edit Episode Details](#)
[Back to Programme Home Page](#)

▼ PAC Form (Completed)

Channel 5 now require music cue sheets to be submitted on the Vision Q system only - we will no longer be accepting any cue sheets via PCS. To get set up on Q, please email channel5music@channel5.com. Please note - Music Rights information still needs to be reported on PCS.

| | | | |
|--------------------------|-------------------------|------------------|---|
| Music Cue Sheet | SUBMIT VIA Q | Portable Version | Submit Music Rights page Refresh |
| Music Rights | (Completed) | Portable Version | |
| Consentance Form | (Accepted by Channel 5) | Portable Version | |
| Other Contributions | (Accepted by Channel 5) | Portable Version | |
| Transmission Information | (Accepted by Channel 5) | Portable Version | |
| Copyright Material | (Accepted by Channel 5) | Portable Version | <input type="checkbox"/> Not Required? |

- Click 'Continue & submit' you do not need to fill anything in the box

Channel 5 Broadcasting Limited - 17-29 Hawley Crescent - London - NW1 8TT

Registered Office: c/o Field Fisher Waterhouse LLP, Riverbank House, 2 Swan Lane, London, United Kingdom, EC4R 3TT
Channel 5 Broadcasting Limited Registered in England No. 3147640

Change Status

▼ Please enter a comment

The status of the form is being changed to 'Submitted to Channel 5'. No comment is required, however if you would like to attach a cover note or comment please do so b

Continue & Submit

Cancel

You are logged in as Tuesday's Child (eve.allen@tuesdayschild.tv) (Five)

8. Once you have submitted your Music Rights form, please make sure that you have also submitted your music cue sheet on Q. We need both forms submitted at the same time, to enable us to cross check the details. If either of the forms are not submitted, we will reject the details until we have them both submitted together.

Music Rights Page Examples

- To simplify matters, we've created some generic blurbs (examples overleaf). **We do not need tracks listed separately** if they are cleared under your IPC agreement or under any of the blanket agreements specified overleaf.
- Any exceptions to the above must be listed separately** – some examples include:
 - Any recordings directly licensed with the recordings owner
 - Karaoke recordings
 - Unpublished works, where direct licenses have been obtained from the copyright owners
 - Live performances - music being sung by contributors
- Also if you are asked to clear for worldwide, please add the cost to the 'Cost of Further Rights' column.

If in doubt, please contact Channel 5's Music Services team.

Please also note, that the wording below now replaces the Audio Network licensing details in the table on the following page, as their music is licensed under the Viacom Direct agreement for all commissioned programming.

| AUDIO NETWORK |
|---|
| Source Code:L |
| Description/Track Title: Audio Network Limited Catalogue |
| Source of material/Name of composer etc: All music cleared under Viacom's direct agreement with Audio Network |
| Sync Fee: As per the Audio Network direct agreement with Viacom |
| Rights obtained: All media worldwide and in perpetuity |
| Cost of further rights: Not applicable |

| Track Title | Source of Material / Recording (if applicable) | Synchronisation Fee Paid | Rights Obtained & Length Of Licence Period | Cost of Rights (see footnote) |
|---|--|--|---|-------------------------------|
| (C) Commercial Disc | | | | |
| Not applicable | All music cleared under PRSformusic IPC blanket agreement | As per PRSformusic IPC blanket agreement rates | As per programme contractual agreement | Not applicable |
| (L) Library Production Disc | | | | |
| Audio Network Limited catalogue | All music cleared under Production Company blanket agreement with Audio Network Limited | As per Audio Network Limited blanket agreement with Production Company | As per agreement between Audio Network Limited and Production Company | Not applicable |
| Masstrax Music catalogue | All music cleared under Channel 5's blanket agreement | As per Channel 5's blanket agreement | All media worldwide and in perpetuity | Not applicable |
| Synctracks catalogue | All music cleared under Channel 5's blanket agreement | As per Channel 5's blanket agreement | All media worldwide and in perpetuity | Not applicable |
| MCPS Production Music | All music cleared under Channel 5's PRS blanket agreement | As per Channel 5's PRS blanket agreement | As per programme contractual agreement | Not applicable |
| (P) Live Performance/concert/Arch.Foot | | | | |
| Not applicable | All music cleared under PRSformusic IPC blanket agreement | As per PRSformusic IPC blanket agreement rates | As per programme contractual agreement | Not applicable |
| I Will Survive | Fekaris, Dino Perrin, Frederick Universal Music Publishing SUNG BY CONTRIBUTOR | As per PRSformusic IPC blanket agreement rates | As per programme contractual agreement | Not applicable |
| Jump In The Pool | All music cleared under PRSformusic IPC blanket agreement BACKING TRACK RECORDING SUPPLIED BY ARTIST MANAGEMENT / PLUGGER | As per PRSformusic IPC blanket rates | As per programme contractual agreement | Not applicable |
| We Wish You A Merry Christmas | Trad Public Domain | Public Domain | As per programme contractual agreement | Not applicable |
| I'm Too Sexy - KARAOKE RECORDING | All music cleared under PRSformusic IPC blanket agreement SUNFLY SFGD023 | SUNFLY £240 MUSIC - As per PRSformusic IPC blanket agreement rates | As per programme contractual agreement | Not applicable |
| (T) Music From Film Soundtrack Clip | | | | |
| Not applicable | All music cleared under PRSformusic IPC blanket agreement | As per PRSformusic IPC blanket agreement rates | As per programme contractual agreement | Not applicable |
| (V) Promotional Music Video | | | | |
| Not applicable | All music cleared under PRSformusic IPC blanket agreement | As per PRSformusic IPC blanket agreement rates | As per programme contractual agreement | Not applicable |
| (X) Commissioned Music | | | | |
| Pearly One | Robin, Christopher Channel 5 Music Publishing | £2500 | All media worldwide and in perpetuity | Not applicable |

Copying Music Rights Page Details From One Episode to Other Episodes in the Series

If your series contains the same music catalogues throughout, the details can simply be copied across from one episode to other episodes in the series, and then saved and completed.

- Access the episode you want to copy
- Once you have completed all your entries, click **SAVE AND COMPLETE**
- Go back to your Episode Home page
- Under the header 'PAC FORM' click the wording **MUSIC RIGHTS** – this is a hyperlink
- Click **COPY OPTIONS**

| Music Rights | | | | | |
|------------------------------------|---------------------------------|---|---|---|---|
| MUSIC CODE | Track Title | Source of Material / Recording (if applicable) | Synchronisation fee paid | Rights Obtained & Length of Licence Period | Cost of Rights and any contribution per show rights |
| EU Music Production Disc | Radio Network Limited Catalogue | All music cleared under Production Company signed agreement with Radio Network Limited | As per Radio Network Limited signed agreement with Production Company | As per agreement between Radio Network Limited and Production Company | Not applicable |
| IP Live Performance/recorded track | Live Series | Patents, Ditty Farm, Patience-Universal Music Publishing SINGIN' CONTRIBUTOR | As per PRODMUSIC IPC cleared agreement rates | As per programme contractual agreement | Not applicable |
| IP Live Performance/recorded track | Pro Toy Day - KIDZONLINE.COM | All music cleared under PRODMUSIC IPC cleared agreement SINGIN' SPINOFFS | SINGIN' SPINOFFS - As per PRODMUSIC IPC cleared agreement rates | As per programme contractual agreement | Not applicable |
| IP Live Performance/recorded track | Jump in The Pool | All music cleared under PRODMUSIC IPC cleared agreement SHOCKING TRACK RECORDING SUPPLIER BY ARTIST MANAGEMENT PLUS2ONE | As per PRODMUSIC IPC cleared rates | As per programme contractual agreement | Not applicable |
| EU Music Production Disc | Radio Network Limited Catalogue | All music cleared under Channel 5's signed agreement | As per Channel 5's signed agreement | As per Channel 5's signed agreement | Not applicable |
| EU Music Production Disc | SCPS Production Music | All music cleared under Channel 5's signed agreement | As per Channel 5's signed agreement | As per programme contractual agreement | Not applicable |
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The following screen lists the episodes within the series

Copy Form Lines

▼ Copy all lines to episodes in the same series

You have chosen to copy lines **FROM** the Music Rights section of the PAC form of Episode "Episode 2" of Programme "MILKSHAKE SHOW CHRISTMAS SPECIAL", C5 number: C5/14438/0002A.

ALL lines on the original record will be copied **TO** the following selected Episode(s):

| Select | C5 Number | Episode Title | Notes |
|--------------------------|-----------|----------------|---|
| <input type="checkbox"/> | Episode 1 | C5/14438/0001A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 3 | C5/14438/0003A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 4 | C5/14438/0004A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 5 | C5/14438/0005A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 6 | C5/14438/0006A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 7 | C5/14438/0007A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 8 | C5/14438/0008A | 0 lines already exist - new lines will be added |
| <input type="checkbox"/> | Episode 9 | C5/14438/0009A | 0 lines already exist - new lines will be added |

Copy Now Cancel

- In the **SELECT** column, tick all episodes to which you wish to copy the information to, then click **Copy Now**
- Confirmation is displayed on the next screen

Useful Contact Numbers

| MUSIC SERVICES – PAPERWORK APPROVALS | | | |
|--|--------------------------|---------------|--|
| Barry Punt | Deputy Head of Music | 020 3580 3388 | Barry.Punt@channel5.com |
| Charlene Walkington | Senior Music Coordinator | 020 3580 3395 | Charlene.walkington@channel5.com |
| Tara Fahie | Music Coordinator | 020 3580 2785 | Tara.fahie@channel5.com |
| PROGRAMME MANAGEMENT | | | |
| <i>To get your programmes set up on PCIS and also for any non-music related PAC queries, please contact Programme Management - postproductionpaperwork@channel5.com</i> | | | |