## **Quick and Easy Licensing Suggestion for Band Music**

If your school band has recorded a song for your cheer or dance team to utilize during competition or performance, you will need to show a Compulsory License or Mechanical License that allows you to use the recording of the song.

If your Band Director cannot provide this for you, following are a few easy steps to purchase a license.

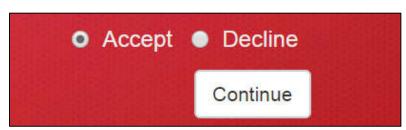
## STEP 1:

www.songfile.com

Get Started Now!

# STEP 2: Accept the TERMS OF USE





STEP 3: Set up your account

STEP 4: SONGFILE "Get Started Now"



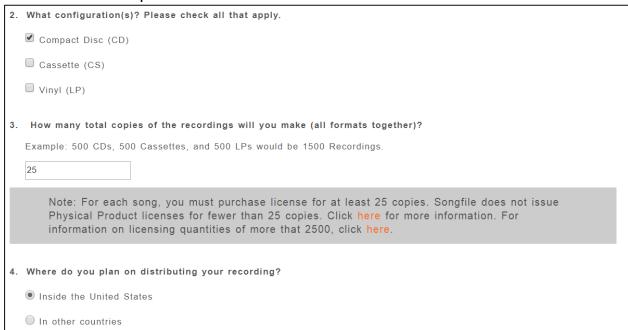




STEP 6: Click on the type of device you will use for competition (CD or digital)



#### STEP 7: Fill out requested information



#### STEP 8: Search for the song



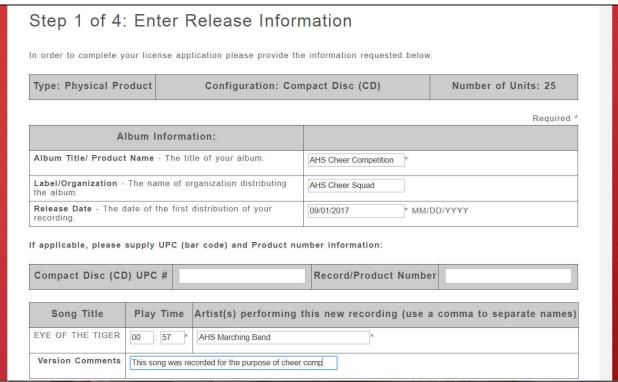
## STEP 9: Add correct song to cart



#### STEP 10: Check Out

Type: Physical Product Configuration: Compact Disc (CD) Number of Units: 25 Licensable Remove Song Publisher Song Title Writer Code on Songfile SONY/ATV MELODY SONY/ATV MELODY OBO RUDE MUSIC EYE OF THE TIGER E94579 JIM PETERIK, FRANK 100.0% WB MUSIC CORP WB MUSIC COR. OBO EASY ACTION MUSIC

#### STEP 11: Album Information



## STEP 12: Payment Method

Type: Physical Product		oduct	Configuration: Compact Disc (CD)	Number of Units: 25		s: 25
	Album Title/Product Name: AHS Cheer Competition Release Date: 09/0					1/2017
Units	Song	Song Code	Artist(s)	Play Time	Royalty Rate	Royalty Fee
25	EYE OF THE TIGER	E94579	AHS MARCHING BAND	00.57	0.0910	\$ 2.28
				*	Fee Subtotal	\$2.28 \$16.00
				*	Fee Subtotal	

## STEP 13: Payment



#### STEP 14: Final Screen



## STEP 15: Email Receipt (this is not your license)

Thank you for using HFA's Songfile online licensing tool. Below is your receipt with your order number. The order number is important for any inquiries regarding this transaction. You may want to print a copy of this email for your records. You will receive a second, separate email once your license is generated, with instructions on how to download it from My Songfile. If you have any questions, contact HFA Client Services at 212-834-0100 or email Client Services.

NOTE: THIS IS NOT A LICENSE. You are not licensed unless and until your Songfile license is issued by HFA.

### STEP 16: Email with license link (this IS your license)

Your license(s) from Order #2193733 are now available through HFA Songfile at harryfox.com. Please follow the instructions below to retrieve them.

- 1. Visit http://www.harryfox.com/public/songfile.jsp
- 2. Click on "Songfile Login".
- 3. Login with the user name that you used to purchase your licenses.
- 4. Click Songfile banner underneath Mechanical Licensing Tool.
- 5. Click on "View My Licenses".
- 6. You will see a list of the orders that have been fulfilled. Click on the desired order to access your license in Adobe PDF format.

If you have any questions, contact HFA Client Services at 212-834-0100 or clientservices@harryfox.com.

Thank you,

The Harry Fox Agency

## Print your license (see example below) and bring to Event Check In.



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[Gary L. Churgin Signature]