

Guidance for completing the downloaded cue sheet

Here is an example completed cue sheet for broadcast use. The "Music Details" section is mostly completed for you apart from the "Cue Number", "Cue used timing" and "Usage Code".

Customers who just need a license for "Corporate and Web" usage need only to complete the "Production Company, Item Title, Address, Contact Name, Email and Usage Code (Usually BI) sections as the rest is pretty irrelevant for this use.

Production Details					
Production Company	Fade to Grey productions Ltd.		Film/Series/Item Title	The Dark Knight's Revenge	
Address	14970 Soho Square, London, England, W1X XXX				
Film/Series/Item AKA	Dark Knight	Contact Name	Sally Farrow	Email Phone	sal@ftog.co.uk
Episode Title	Revenge is sweet	Episode AKA	Sweet Knight	Country of Origin	U.K.
Director	Harry Mann	Principal Actors	Don Long Mary Carey	Episode No.	13
Transmission Date	06/07/2011	Production No.	72650DK	Channel	CeBeebies
Show Duration	30 minutes	Total Music Duration	10:35	Production Year	2010
Music Details					
Cue Number	1m1a	Cue Title	The King of Madness	Publisher	Martin Bell
Composer Name	Martin Bell	Composer CAE No.	159709925	Society Affiliation	PRS / MCPS
Composer %	100%	Cue "Used" Timing (Min: Sec:)	00:45	Usage Code	TO
Key to Usage Codes					
TO: Theme Open		TC: Theme Close		BI: Background Instrumental	
VI: Visual Instrumental		VV: Visual Vocal		EE: Logo	
Cue Sheet Completed By:	Sally Farrow			Date:	06/07/2010

The granting of a license is dependent on your company filling in the supplied "Music Cue Sheet" and emailing it back to license@imotiongallery.com

Once this is done your free to use the music cue as many times as you like in a single project. The sync rights are "in perpetuity" for that production from then on.