



ONE LICENSE Fast Facts For AGO

- Determining Whether ONE LICENSE Can Cover Your Event
 - Is the event a worship service? / Does it contain significant worship elements?
 - Is the event non-commercial?
 - If your event is a worship service / contains significant worship elements and is non-commercial and the music you plan to use is copyrighted by our 300+ Member Publishers, a license from ONE LICENSE could be a good fit! If you still aren't confident whether or not your event can be covered by ONE LICENSE, reach out to our team at info@onelicense.net.

- Searching and Reporting
 - Determine the copyright details of the individual piece(s) you hope to use (note that you want to check the copyright on the individual piece, not the collection / resource the piece is a part of).
 - Log in to your account and search the ONE LICENSE database by typing the title and contributor of the piece directly into the search bar.
 - If the piece is not in the ONE LICENSE database, submit a manual submission, or reach out to the copyright holder directly to obtain permission to use the piece.

- Arrangements, Ad libs, and Improv
 - Typically, arrangements of copyrighted texts and/or tunes are not eligible for usage royalties. In most cases you should report your use of the underlying / original text and tune rather than the arrangement you used. If in doubt, contact ONE LICENSE or the copyright holder directly for assistance.
 - <https://news.onelicense.net/2022/11/17/special-call-response-november-2022/>
 - Utilize public domain tunes when improvising to avoid copyright claims
 - Refrain from altering copyrighted pieces in any way (for example, changing the voicing, instrumentation, or re-arranging) without direct permission from the copyright holder.

- Determining Your Category Size
 - If your organization is holding online worship services, either live or pre-recorded, you should add your in-person attendance and your weekly video views to determine your average weekly attendance. Check out our blog for a helpful article about finding your view numbers!
 - <https://news.onelicense.net/2021/01/18/understanding-video-analytics-and-online-attendance/>

- Congregational Reprints - Annual or School Reprint License
 - Your Annual or School Reprint License allows you to reprint the text or melody line of congregational music in your worship aid, on a projection screen, in a leaflet, etc.
 - Our Member Publishers decide which downloads they will make available and what form those downloads will be in (PDF, TIFF, TXT, GIF). You can download these files or create your own if they are not provided.

- Need permissions to post your services online? Expand your Annual or School Reprint License coverage to include the Podcast / Streaming Bundle!
 - <https://onelicense.net/how-it-works#podcast>
- Choral, and Instrumental Podcast / Streaming Permissions
 - If you have a Podcast / Streaming License (either the Bundle or the Limited), you have permission to include copyrighted music that is held by our Member Publishers in your online services - both live and pre-recorded.
 - Text and melody reprints of congregational music can be included only for organizations with the Podcast / Streaming Bundle.
 - <https://news.onelicense.net/2020/05/21/an-in-depth-look-at-the-podcaststreaming-license/>
- Online Services
 - If your organization is holding worship services online, regardless of the website used, you need a Podcast / Streaming License. This includes both pre-recorded and live-streamed services on any platform, including Zoom, Facebook, YouTube, Vimeo, etc.
 - https://onelicense.net/download/how-it-works/Which_Music_Copyright_License_Do_I_Need.pdf
- Hymnals and Reprinting
 - Purchase of a hymnal resource does not include permissions to reprint or reproduce from that resource. Reprinting the text or melody for a worship aid, projection screen, or in your posted video requires a Reprint License. You also need to report that music usage in your ONE LICENSE account.
 - https://onelicense.net/download/how-it-works/Do_I_Need_a_Music_Copyright_License.pdf
- Reporting
 - For in-person worship services, you should report any congregational music that has been reprinted in a worship aid, on a projection screen, in a leaflet, etc.
 - For online services, both live-streamed and pre-recorded, you should report ALL included copyrighted music covered by our service. This includes choral pieces and instrumental pieces as well as congregational music.
 - <https://onelicense.net/search>
- Unable to Find Your Hymnal in the Drop-down?
 - Even if you are not able to find your hymnal in the reporting drop-down menu, the song may still be covered. Not all Member Publishers index their hymnals on our website, but they do include their title data! Try searching by song title and composer to generate results from our Member Publishers.
 - <https://onelicense.net/search>
- Practice-Track License
 - Are you trying to find new ways to help your choir learn their music? The Practice-Track License might be a great fit for you! This license allows you to create MP3s or CDs for your musicians, specifically for rehearsal purposes.
 - <https://news.onelicense.net/2020/11/04/practice-track-licenses-a-helpful-tool-for-music-ministry/>
- Displaying Your License Information

- Including both the copyright information AND the licensing information is required when listing the pieces you use in your services.
- Copyright line example: *"Title: Jane Doe, © 1987 ABC Music Co.; All rights reserved."*
- Licensing line example: *Used with permission under ONE LICENSE #A-000000."* All rights reserved. Be sure to replace the zeros with your own license number!
- For online services, remember to include your copyright and licensing information in the video description before uploading and, if possible, on a slide at the beginning or end of the video.
 - <https://news.onelicense.net/2020/09/21/not-just-a-quick-fix-streaming-is-the-new-way-of-doing-ministry/>

