

## Reporting Requirements for Webcasters - A Review

Webcasters often contact us with questions regarding their reporting requirements, and it is not uncommon to receive Reports of Use ("ROUs") from webcasters with formatting or delivery issues. Additionally, the 2016-2020 rates and terms, determined in December 2015, changed the reporting requirements for many webcasters. Here is a guide to what is currently required by federal regulations from webcasters operating under statutory licensing in 2016-2020:

**All services operating under statutory licensing, including webcasters, must provide these identification elements for each sound recording included in their ROUs:**

- The name of the service transmitting the sound recording,
- "transmission category code" applicable to the transmission (for a full webcaster list, see the next section),
- title of the sound recording, as identified on the recording,
- featured artist of the sound recording, as identified on the recording, and
- ISRC of the sound recording, or (if not available), the combination of both:
  - The name of the album containing the sound recording, if applicable, and
  - The marketing label for the sound recording

Need ISRC's? Download your augmented ROU files from SoundExchange Licensee Direct, and/or use our [ISRC Search Site](#) to get them!



**Webcasters who are both (1) simulcasting an AM or FM transmission from an FCC-licensed station and (2) not exceeding the annual minimum fee of \$500 per station/channel are allowed to submit "quarterly sample" ROUs which:**

- are delivered quarterly, within 45 days after the end of each quarter,
- include data for all sound recordings transmitted within a sample period equaling two seven-consecutive-day periods of that quarter (e.g., the first two weeks of a quarter, or the first and last week of one month in a quarter, etc.),
- include the following three pieces of data with each sound recording reported:
  - total aggregate tuning hours ("ATH") for the entire sample period,
  - channel or program name which transmitted the sound recording, and
  - play frequency (i.e., "spins") that the sound recording accrued during the sample period

**All other webcasters are required to submit "monthly census" ROUs which:**

- are delivered monthly, within 45 days after the end of each month,
- include data for all sound recordings transmitted within the month, and
- include the actual total performances ("ATP," often described as "per play, per listener") for each sound recording transmitted within the month.

The full reporting requirements are published at [37 CFR 370.4](#), with an applicable amendment [here](#).

If you have concerns or difficulties in submitting compliant ROUs as described above, or have other questions, please [contact us](#). Together, we will work to ensure your ROUs are correctly delivered to SoundExchange.

## Transmission Category Codes for Webcasters

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Reports of Use require licensees to include "transmission category codes" for each sound recording. These codes are single letters from "A" through "K." Here is a summary of the applicable codes for webcasters:

- Nonsubscription "internet only" webcasters: "A"
- Nonsubscription AM or FM simulcasting webcasters: "B"
- Nonsubscription talk/sports/business webcasters: "C"
- Subscription "internet only" webcasters: "H"
- Subscription AM or FM simulcasting webcasters: "I"
- Subscription talk/sports/business webcasters: "J"

The full list, including definitions, can also be found at [37 CFR 370.4](#).

## Are YOU using SoundExchange Licensee Direct yet?

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More than 40% of all Statements of Account and Reports of Use received in the last quarter were submitted online using it. More than a quarter of the payments received were made online using it. Services using it are spending less time on submitting royalties, with fewer errors, and obtaining ISRCs via augmented ROUs. Are you using it? The "it," of course, is **SoundExchange Licensee Direct**, and if you aren't using it, you should be.

Visit <http://licenseedirect.soundexchange.com> today!

## Check us out on the road



### 2016 CBI National Student Electronic Media Convention

October 20-22, 2016  
Philadelphia, PA

[REGISTER ▶](#)



### 2016 ACP National College Media Convention

October 20-23, 2016  
Washington, DC

[REGISTER ▶](#)

## Remaining due dates for most services through December 31, 2016\*:

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### **MONDAY, OCTOBER 17:**

August 2016  
royalties and Reports of Use

### **MONDAY, NOVEMBER 14:**

September 2016  
royalties and ROUs

### **THURSDAY, DECEMBER 15:**

October 2016  
royalties and ROUs

\*Not all services are required to submit monthly royalties and RoUs. Please [review your license category information](#) and/or [contact our Licensee Relations team](#) with any questions.

You can contact us at (202) 559-0555, Mondays through Fridays, 10 AM to 5 PM, or via email at [licenseerelations@soundexchange.com](mailto:licenseerelations@soundexchange.com).

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