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1 Introduction

CWR v2 was adopted as a CISAC standard by the CIS Steering Committee in its meeting February 27, 28 2001 in Madrid.

The purpose of the Common Works Registration (CWR) format is to provide publishers and societies with a standard format for the registration of works. This provides many benefits for both publishers and societies. Publishers will be able to create one registration file and send it to participating societies around the world. Each society that receives that file will follow a similar process, and provide acknowledgement in a common format back to the publisher. Similarly, as more and more publishers adopt the CWR format, societies will receive the majority of the work registrations in the one standard format. This will result in significant savings in time and resources.

Another benefit of the CWR is that it is flexible enough to provide for all of the data elements that rights organizations require in a registration for a work. Some of these data elements may not be available at present, but they can be added to the database of publishers and societies alike so that in the future this data can be captured. For some data elements, the CWR provides a means of capturing those data elements. For example, the societies will provide IPI numbers for participants and ISWCs for works in their acknowledgement records whenever possible. The publishers can then populate their databases with this additional data.

The electronic submission of unique identifiers such as the ISWC and IPI will provide a much more efficient way for the societies and publishers to accurately and quickly identify works and interested parties.

The CWR employs data standards that have been developed for the Common Information System (CIS) project of CISAC. Using existing standards for codes will eliminate confusion. Version 1.1 of Standards for Electronic Data Interchange and Communications developed in CIS is used as much as possible (based on the document IS/IM/47). This provides a solid foundation for the CWR.

Version 2 of the CWR format includes an option to include agreement transactions. Agreement transactions can be used to refer to an existing agreement or to inform a society of a specific agreement. This transaction is not meant as a vehicle for the notification of agreements - it is meant to provide agreement information for the works that are being registered.

Version 2 of the CWR format includes records to allow titles and names in Chinese, Japanese, Korean, and other non-Roman alphabets. Separate records have been provided so that societies and publishers that cannot deal with non-Roman alphabets may simply ignore the data.

Version 2.1 of the CWR format includes additional fields for the registration of cues, and a new record, ARI. For a less technical description of the CWR format as well as examples, please see the CWR User Manual.

Related Documents are:

- CRF0028 – CWRv2.1 User Manual
- CRF020 – CWR Validation and Lookup Tables
- IM0047 – EDI Standards
- **CWR06-1972**– CWR Sender ID and Codes
- **CWR08-2493**– CWR Error Messages

The latest version of all the documents can be found on the CISAC website: **www.cisac.org**.

Standards applicable to all CIS transactions

This section has been extracted from the CIS Guidelines for Electronic Data Interchange (IS/IM/47). The guidelines were developed by the International Modelling Group, and approved by the CISAC community for general use by all societies for all types of data transmission.

2 EDI Terminology

Data Element: the basic unit of information in the EDI standard. Data elements (also referred to as Fields) contain information that represents a singular fact, for example, song title, date of birth, or production year. Data elements can be codes, numeric values, or literal descriptions. Data element definitions must include a description, specifications for data type, size, and if appropriate, a list of code values and definitions of each value.

Detail Record: a combination of functionally related data elements. An identifier or record type is placed at the beginning of each detail record identifying its purpose. Detail record definitions must include a description, the list of data elements that are included in the detail record along with an indication of whether each data element is mandatory, optional, or conditional, and the validation rules to insure all data elements are correct.

Transaction Header: a combination of functionally related data elements that is also used to define the start of a business transaction. An identifier or transaction code is placed at the beginning of each transaction header identifying its purpose. Transaction header definitions must include a description, the list of data elements that are included in the transaction header record along with an indication of whether each data element is mandatory, optional, or conditional, and the validation rules to insure all data elements are correct.

Transaction: a transaction header that may or may not be followed by any number of supporting detail records. A transaction contains all the data required to define a specific business transaction e.g. transactions may represent the equivalent of

- Work Registrations
- Agreements
- Interested Party Information

Transaction definitions must include a list of what detail records can be included in the transaction along with an indication of whether the detail record is mandatory, optional, or conditional. For each of those detail records, the definition must also indicate the repeat frequency for the record (how many times can this record occur within this transaction).

Group: composed of one or more transactions of the same type. Each group begins with a header record that identifies the type of transaction contained in the group, and ends with a trailer that includes control totals summarizing the content of the file. Note that a group can contain up to 10,000,000 transactions.

File: composed of one or more groups. Files are the unit that ends up getting transmitted between CISAC EDI participants. Each file begins with a header record that identifies the file's origination and ends with a trailer that includes control totals summarizing the content of the file.

Control Records: provide information about the content of a group or file. These records insure that only authorized users of this facility are participating and that the integrity of each transaction is maintained as the file travels through various telecommunication lines.

2.1 Properties of EDI Components

Files transmitted within this standard must exhibit the following characteristics:

- All data will be ASCII encoded. The valid ASCII characters are as defined in CIS character set SR06-1311, which is available on the CISAC Website www.cisac.org.

  Note: The CWR MC has allowed for other character sets to be used (to permit the registration of certain works) if a character set is noted in the HDR record.
- Records are variable length and carriage return / line feed (CR/LF) delimited
- Fields within the records are fixed length and are not delimited
- All alphabetic characters will be presented in upper case

The standard for transmission will be the File Transfer Protocol (FTP). Each participant will have to provide the address for its public FTP site and each transmission will be a push (i.e. the sender will deliver its file to the recipients public FTP site).

Data Element Properties

The following information will be defined for each data element within the CISAC EDI standard:

- **Field:** Indicates the name of the data element
- **Start:** The position in the record where this field starts (note the first position of the record is “1”).
- **Size:** The number of characters that this field will occupy.
- **Format:** The type of data included in this field. Data present in a field that is inconsistent with the rules defined below will cause that record (and potentially the entire transaction) to be rejected. The legend of type abbreviations is...

Code	Description	Default Size	Rules
A	Alpha or Alphanumeric	None	Any string containing valid ASCII text. Note that nulls are not acceptable and all alphabetic characters must be in upper case. If there is no data to be entered in an alpha field, blanks must be entered.
B	Boolean	1	Field must be equal to <Y>es or <N>o
F	Flag	1	Field must be equal to <Y>es, <N>o, or <U>nknown. Note that the difference between Boolean and Flag is the allowance of an unknown condition for all fields declared as Flag.
D	Date	8	Dates are all formatted as YYYYMMDD. If there is no data to be entered in a date field, zeroes must be entered.
N	Numeric	None	Numeric fields are to be right justified and zero filled. If there is an implied decimal point, it will be defined in the record layout. If there is no data to be entered in a numeric field, zeroes must be entered.
T	Time or Duration	6	Time/Duration fields are all formatted as HHMMSS. Time of day is to be expressed in 24 hour format, otherwise known as military time. If there is no data to be entered in a time or duration field, zeroes must be entered.
L	List or Table Lookup	None	The valid entries for these fields come from a list in the field description or a table. Note that the values for these tables are to be found in the Lookup Table document.

- **Req:** Indicates whether or not an entry must be present in this field. Values in the REQ field will be...
  - ⇒ **M:** Mandatory, meaning this field must be filled out. If it is not filled out, this record will be rejected and, depending on the record type, the entire transaction may be rejected. Note that not all record types are mandatory; however, there are mandatory fields within optional records.
  - ⇒ C: Conditional, meaning this field may be Mandatory depending on other conditions that exist in either the current record or the transaction. If the condition results in a mandatory field and this field is not present, this record will be rejected and, depending on the record type, the entire transaction may be rejected.
  - ⇒ O: Optional, meaning this field may or may not be entered.
- **Field Description:** Provides a basic description of the field to be entered. Also included will be the individual table where valid entries reside for fields with a format type equal to "L".

Detail Record Properties

The following information will be defined for each detail record within the CISAC EDI standard:

- **Record Description:** Provides a detailed description of the purpose of this record.
- **Record Format:** Lists the data elements from which this detail record is composed. Each data element definition within the Record Format section will include all Data Element Properties as listed above.
- **Record Level Validation:** The validation criteria that will be applied by the recipient to this detail record when received. Record level validation insures validity of this detail record.
- **Field Level Validation:** The validation criteria that will be applied by the recipient to this detail record when received. Field level validation insures the validity of each data element contained in the detail record.

Transaction Header Properties

The following information will be defined for each transaction header within the CISAC EDI standard:

- **Transaction Description:** Provides a detailed description of the purpose of this transaction.
- **Transaction Format:** Lists the transaction header and the various detail records (if any) from which this transaction is composed. For each detail record, three additional items are defined…
  - ➢ *Req:* indicates whether the detail record/transaction header is Required (R), Optional (O), or Conditional (C).
  - ➢ *Max Use:* Indicates the number of times this detail record can appear within a transaction. Values are either 1 meaning the record can only occur once, or M meaning the record can appear as many times as is required.
  - ➢ *Comment:* Used to communicate any additional information which may be helpful to those implementing the transaction.
- **Record Description:** Provides a detailed description of the purpose of this transaction header.
- **Record Format:** Lists the data elements from which this detail record is composed. Each data element definition within the Record Format section will include all Data Element Properties as listed above.
- **Transaction Level Validation:** The validation criteria that will be applied by the recipient to this detail record when received. Transaction level validation insures validity of this detail record as it relates to the overall transaction.

- **Field Level Validation:** The validation criteria that will be applied by the recipient to this detail record when received. Field level validation insures the validity of each data element contained in the detail record.

Validation

Subsequent to each detail record or transaction header description, a set of validation criteria will be provided. These criteria are listed at different potential levels depending on the record being edited. The levels of validation are File, Group, Transaction, Record, or Field. As a result of validation, the same levels of detail may be rejected from the data. Rejections are indicated at the end of the validation criteria with one of the following codes…

- **ER:** Entire File is rejected
- **GR:** Entire Group is rejected
- **TR:** Entire Transaction is rejected
- **RR:** Entire Record is rejected
- **FR:** Field is rejected and a default value is specified for the field

Record Prefixes

Each Transaction Header and Detail Record contains a prefix that identifies both the record and the transaction that is being delivered. The attached table describes the layout of the prefix area…

Field	Start	Size	Fmt	Req	Field Description
Record Type	1	3	L	M	The three character transaction type or detail record type. These values reside in the Record Type Table.
Transaction Sequence #	4	8	N	M	If this is the first transaction within a group, the *Transaction Sequence #* must be equal to 00000000. Otherwise, for transaction headers, the *Transaction Sequence #* must be equal to the previous transaction header's *Transaction Sequence #* incremented by 1. For detail records, the *Transaction Sequence #* must be equal to the *Transaction Sequence #* of the previous transaction header.
Record Sequence #	12	8	N	M	For transaction headers, always set to 00000000. For detail records, set this field to the *Record Sequence #* of the previous record written to the file incremented by 1.

Field Level Validation

1. *Record Type* must be either a valid transaction type or a valid detail record type. (ER)
2. If this is the first transaction header in the group, *Transaction Sequence #* must be equal to 0. (ER)
3. If this is a transaction header that is not the first transaction header in the group, the Transaction Sequence # must be equal to the previous transaction's Transaction Sequence # incremented by 1. (TR) [1]
4. If this is a detail record, the Transaction Sequence # must be equal to the previous record's Transaction Sequence #. (TR) [1]
5. If this is a transaction header record, the *Record Sequence #* must be equal to zero. (ER)
6. If this is a detail record, the *Record Sequence* # must be equal to the previous record's *Record Sequence #* incremented by 1. (ER)

7. If the *Transaction Sequence #* on subsequent transactions are not in sequential order within a group, the entire file will be rejected. (ER)
8. If any detail records belonging to a transaction header do not carry the same *Transaction Sequence #* as the preceding transaction header, the subordinate records are out of sequence. In this case, the entire file will be rejected. (ER)
9. Record length must match the record length specified within the specification. (ER)

[1] Note: When the NWR transaction follows an ACK transaction it is regarded as a continuation of the same transaction (since the acknowledgement is for the work described in the NWR). Therefore the NWR has the same transaction number as the ACK, and the record sequence numbers continue to be incremented by one. Similarly when the EXC transaction follows an NWR, it will contain the same transaction number as the NWR and the record sequence numbers continue to be incremented by one.

3 File Structure

Note that the File Naming Convention has been modified by the CWR Management Committee to better suit the needs of CWR. It no longer conforms to the convention specified in the EDI Standards.

3.1 File Naming Convention

As of August 2006 the file convention of CWyynnnnsss_rrr.Vxx was adopted for use in files sent by publishers to societies and vice versa where

CW – identifies a CWR file

yy – identifies the year

nnnn – is the sequence # assigned by the publisher

sss – is the sender (2 or 3 char code for publisher, or the 3 digit code for society)

rrr – is the receiver (2 or 3 char code for publisher, or the 3 digit code for society)

Vxx – is the version

This replaces the previous file naming convention, which was exactly the same except that the file sequence number only had 2 digits instead of 4.

If the file is zipped, it will be named CWyynnnnsss_rrr.zip. The unzipped file it contains will be named as above with the version number.

Note that if the same file is being sent to several societies, use ‘000’ as the society code.

EXAMPLE:

CW060001EMI_044.zip would be the name of the first file sent by EMI to MCPS-PRS in 2006. This file is zipped. When it is unzipped, the file name would be CW060001EMI_044.V21 indicating the data was in CWRv2.1.

3.2 Control Records

The following record layouts are used to partition and control the submission of files between participants. Proper control records are required within the file to insure the integrity of transmission over telecommunication lines, as well as confirming that the data within the file has not been altered as a result of intentional or unintentional tampering with data.

Control records defined within this version of the standard are...

⇒ **HDR:** Transmission Header

⇒ **GRH:** Group Header

⇒ **GRT:** Group Trailer

⇒ **TRL:** Transmission Trailer

3.3 Notification of Data Transmission & Acknowledgement of Notification/Validation Status

Data Transmission Form

When a publisher or society sends a transaction file to a recipient for processing, the sender also notifies the recipient of the transmission in an email. The suggested format of the data transmission notification email is shown below. The recipient then removes the file from the ftp location, validates and processes it.

Notification Of Data Transmission

This form should be used to notify the intended recipient that a file has either been sent to them, or is ready to be retrieved.

From

Sending Entity	
Sender	

File Details

Filename	
Location	
Description	
File size	
Date/Time Stamp	
Number of Transactions Number of Records	

Notification Details

Date/Time of Notification		Re-Notification	YES/NO

Explanation:

Sending Entity	*Name of Society or Publisher sending the Data*
Sender	*Name of person responsible for data exchange. Receipt of data or any problems will need to be sent to this person*
Filename	*Filename of data file being sent. Should be from list of agreed names*
Location	*FTP location from which file can be retrieved. This should be of the form: ftp: // prs.co.uk/ftp/incoming where prs.co.uk is the FTP site name ftp/incoming is the full hierarchical directory name of where the file is placed. If file sent as e-mail attachment, just enter "e-mail"*
Description	*Content of file*
File size	*In bytes as indicated by the "DIR " command*
Date/Time Stamp	*As indicated by "DIR" command.*
Number of Transactions	*Number of transactions e.g. number of works added or modified in each group*
Number of Records	*Number of records added or modified in the file*
Date/Time of Notification	*Date and time when notification sent*
Re-Notification	*YES/NO to indicate if a previous notification has been sent*

Note: The standard for dates (YYYYMMDD) and time (HHMMSS) should be used when completing this form.

Data Acknowledgement Form

After the transaction file has been processed, the recipient notifies the sender by email that the acknowledgement file is available. The format of the data acknowledgement email is shown below. The acknowledgment file can then be removed from the ftp location and processed. After processing the file should be deleted from the ftp directory.

Acknowledgement Of Notification/Validation Status

From

Society	
Sender	

File Details

Filename	
Location	
Description	
File size	
Date/Time Stamp	
Number of Transactions Number of Records	

Status

The above file has been received and is awaiting validation/processing	YES/NO
The above file has been received and has been successfully validated/processed	YES/NO
The above file is no longer required and can be deleted	YES/NO
The above file has been received and has failed validation/processing. Please send again. Details of failure as below	YES/NO

Details of Failure

Note: The standard for dates (YYYYMMDD) and time (HHMMSS) should be used when completing this form.

3.4 File Level Validation

Along with the control records, a number of validation checks are performed at a file level. The editing criteria for full file submission are listed below:

1. If the file cannot be read, the entire file will be rejected. (ER)
2. If the first record on the file is not record type HDR, the entire file will be rejected. (ER)
3. If the second record on the file is not record type GRH, the entire file will be rejected. (ER)
4. If every subsequent GRH on the file is not preceded by a GRT, the entire file will be rejected. (ER)
5. If the last record on the file is not record type TRL, the entire file will be rejected. (ER)
6. If record type GRH is not followed by a transaction header record type, the entire file will be rejected. (ER)
7. If record type GRT is not followed by a record type GRH or TRL, the entire file will be rejected. (ER)
8. If the file contains more than one record type HDR or TRL, the entire file will be rejected. (ER)
9. If the header (HDR) contains an invalid version number the entire file will be rejected (ER)
10. If the header (HDR) contains a invalid revision number the entire file will be rejected (ER)

3.5 HDR: Transmission Header

Record Description

This is a required "cover sheet" for transmissions submitted by a participant. It will contain the file control information as well as the name of the submitter.

The character set field added for Version 2.1 is simply intended to be a way of informing societies that there is a non-ASCII character set (such as Chinese Characters) used somewhere in the file. Such files are only intended to be sent to societies that accept and use such character sets (e.g. CASH), and the value in the field will inform those societies which character set has been used. The list of the relevant character sets is currently being developed and will appear in the lookup tables once it is ready. If such a file is sent to a society that does not accept non-ASCII characters then it should get rejected in the normal way during the file validation process.

If a publisher must send a CWR Sender ID (IPNN) greater than 9 digits, then as a workaround the submitting publisher can use the existing Sender Type field to provide the leading two numbers of the CWR Sender ID (IPNN) and use the existing Sender ID field to provide the remaining 9 digits (2 + 9 = 11 Digits). This potential workaround should be discussed between the submitting publisher and the receiving societies prior implementation since the receiving societies will have to accept a numeric value in place of the Sender Type and concatenate the Sender Type and Sender ID fields to render the 11 CWR Sender ID (IPNN).

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Type	1	3	A	M	HDR = Transmission Header
Sender Type	4	2	A	M	Indicates if the sender of the file is a society or a publisher. Values are PB = Publisher, SO = Society, AA = Administrative Agency, WR = Writer. If CWR Sender ID (IPNN) greater than 9 digits (without the 2 leading 0) then use Sender Type field to provide leading numbers of the CWR Sender ID.
Sender ID	6	9	N	M	If Sender Type is equal to PB, AA, or WR, the sender must enter their assigned CWR IPI # in this field. These values reside in the CWR Sender ID and Codes Table. If Sender Type is equal to SO, the sending society must enter their Society Code. These values reside in the Society Code Table. If CWR Sender ID (IPNN) greater than 9 digits then use Sender ID to provide remaining numbers of the CWR Sender ID.
Sender Name	15	45	A	M	The name of the sender (publisher, society, agency)
EDI Standard Version Number	60	5	A	M	Indicates which version of the header and trailer records was used to create the data in this file. This field must be set to 01.10 for this version of the standard.
Creation Date	65	8	D	M	The date that this file was created.
Creation Time	73	6	T	M	The time of day that this file was created.
Transmission Date	79	8	D	M	The date that this file was transmitted to all receiving entities.

Field Added for CWRv2.1

Character Set	87	15	L	O	To be used if this file contains data in a character set other than ASCII.

Field Added for CWRv2.2

Version	102	3	A	O	CWR version (2.2)
Revision	105	3	N	O	CWR revision number
Software Package	108	30	A	O	Name of the software package from which the file originated
Software Package Version	138	30	A	O	Version of the software package from which the file originated

Field Level Validation

1. *Record Type* must be equal to HDR. (ER)
2. *Sender Type* must be equal to PB (publisher), SO (society), WR (writer), or AA (administrative agency) except where sender needs to use the Sender Type field to supply the leading 2 numbers of their IPNN. (ER)
3. If *Sender Type* is equal to PB, WR, or AA, *Sender ID* must be entered and must match the assigned entry in the CWR Sender ID and Codes Table and if *Sender Type* has the leading 2 numbers of the Sender's IPNN, then *Sender Type* plus *Sender ID* must match the assigned entry in the CWR Sender ID and Codes Table. (ER)
4. If *Sender Type* is equal to SO, *Sender ID* must be entered and must match an entry in the Society Code Table. (ER)
5. If *Sender Type* is equal to PB, *Sender Name* must match the name on the corresponding entry in the CWR Sender ID and Codes Table. (ER)
6. If *Sender Type* is equal to SO, *Sender Name* must match the name on the corresponding entry in the Society Code Table. (ER)
7. If *Sender Type* is equal to AA, *Sender ID* must contain the IPI# of the Publisher that the Administrative Agency is acting on behalf of. Note that transactions for multiple submitting publishers cannot be co-mingled in a single file. (ER)
8. If *Sender Type* is equal to AA, *Sender Name* must match the name on the corresponding entry in the Publisher Code Table. (ER)
9. *EDI Standard Version Number* must be equal to the constant value "01.10". (ER)
10. *Creation Date* must be a valid date. (ER)
11. *Transmission Date* must be a valid date. (ER)
12. If the *Sender Type* is PB, the *Sender ID* must be for an approved CWR participant. (ER)
13. If the *Sender Type* is equal to WR*, Sender ID* must be a valid IPI # for a writer. (ER)

Edit for CWRv2.1

14. If entered, the *Character Se*t must be one of Traditional [Big5] or Simplified [GB] or a value from the Unicode table, UTF-8 (reference www.unicode.org/charts) (ER)

Edit for CWRv2.2

15. Version if entered and must be 2.2 (ER)
16. Revision number if entered must be a valid CWR version 2.2 revision number from the version number lookup table, the current value must be 1 (for this revision 1) (ER)

3.6 GRH: Group Header

Record Description

The GRH record is used to indicate the presence of a group (or batch) of transactions within the file. A group can only contain one type of transaction and this is indicated in the Transaction Type field. Also all transactions of the same type should be contained in the same group (e.g. all NWR transactions should appear in one single NWR group) and each group type can only be used once per file (i.e. there can only be one NWR and one REV group per file)

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Type	1	3	A	M	GRH = Group Header
Transaction Type	4	3	L	M	Indicates the type of transactions included in this group. Values for this field reside in the Transaction Type table.
Group ID	7	5	N	M	A unique sequential number for this group within this file. Group ID should start at 00001.
Version 2.10 fields					
Version Number for this transaction type	12	5	A	M	Indicates the version of the previously referred to transaction type that will follow within this group. For CWR version 2.1, set to 02.10
Batch request	17	10	N	O	A unique sequential number to identify the group. This number is managed by the submitter to identify the group among multiple submission files.
Submission/ Distribution type	27	2	L	C	Set to blank - Not used for CWR

Field Level Validation

1. *Transaction Type* must be entered and must match an entry in the Transaction Type table. (GR)
2. *Group ID* must be entered, must start at 1, and must increment by 1 sequentially for each new group in the file. (GR)
3. GRH records must follow either a GRT record or an HDR record. (ER)
4. For use of the CWR version 2 as described in this document, the Version Number must be '02.20'. (GR)
5. Each Group Transaction type can only be used once per file. (GR)

Note: Submission / Distribution Type is used only in the case of audio-visual transactions. This field will be ignored for CWR transactions.

3.7 GRT: Group Trailer

Record Description

The Group Trailer Record indicates the end of a group and provides both transaction and record counts for the group.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Type	1	3	A	M	GRT = Group Trailer
Group ID	4	5	N	M	The same group id that was present on the preceding GRH record.
Transaction Count	9	8	N	M	The number of transactions included within this group.
Record Count	17	8	N	M	The number of physical records included within this group including GRH and GRT records.

Version 1.10 fields – Not used for CWR

Currency indicator	25	3	L	C	ISO Code of the currency used for the total monetary value. ISO codes can be found in ISO 4217 table (actually ISO 3166 country codes 2A plus the first letter of the currency of the country: for example, USD for Dollar in US).
Total monetary value	28	10	N	O	Total monetary value represented by the group.

Field Level Validation

1. *Group ID* must be equal to the Group ID presented on the previous GRH record. (GR)
2. *Transaction count* must be equal to the total number of transactions within this group. (GR)
3. *Record count* must be equal to the total number of physical records inclusive of the GRH and GRT records. (GR)
4. *Currency Indicator* is mandatory if *Total Monetary Value* is provided (GR).

Note: Currency Indicator and Total Monetary Value will be ignored for CWR.

3.8 TRL: Transmission Trailer

Record Description

The Transmission Trailer record indicates the end of the transmission file. Control totals representing the number of groups, transactions, and records within the file are included on this record.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Type	1	3	A	M	TRL = Transmission Trailer
Group Count	4	5	N	M	The number of groups included within this file.
Transaction Count	9	8	N	M	The number of transactions included within this file.
Record Count	17	8	N	M	The number of physical records included in this file including HDR and TRL records.

Field Level Validation

1. *Group Count* must be equal to the number of groups within the entire file. (ER)
2. *Transaction count* must be equal to the number of transactions within the entire file. (ER)
3. *Record count* must be equal to the number of physical records inclusive of the HDR and TRL records. (ER)

Standards for Work Registrations

4 Transaction Header Records

Within the Common Works Registration format, a transaction is defined as "all the information required to complete a logical unit of work that is to be passed between two or more participants in the electronic relationship." This version of the standard contains definitions for the following transaction types:

⇒ **AGR:** Agreement supporting Work Registration

⇒ **NWR:** New Works Registration

⇒ **REV:** Revised Registration

⇒ **ISW:** Notification of ISWC assigned to a work

⇒ **EXC:** Existing work which is in conflict with a work registration

⇒ **ACK:** Acknowledgment of Transaction

Physically within the file, a transaction consists of a Transaction Header Record followed by the Detail Records that further define the characteristics of the transaction. The content of each Transaction Header Record along with valid combinations of detail records will be defined on the subsequent pages.

Please refer to section 6 for a definition of the structure of the CWR transactions using Backus Naur Form (BNF). BNF is a notation for defining in an unambiguous way the relationships amongst the transactions.

4.1 AGR: Agreement Supporting Work Registration

The Agreement Supporting Work Registration (AGR) are transactions that may be used by publishers to inform societies of the details of agreements relating to works that the publishers are registering elsewhere in the same file using the NWR or REV transactions. The AGR can be used to document the agreement between one or more writers and one or more publishers, or between a publisher and one or more publishers. This transaction is not meant to be used to register general agreements.

The AGR contains a Submitter Agreement Number that is used to link the agreement to a work registration. If a society has assigned an agreement number, then it too can be used as the link. The link is established as follows:

- The writer to publisher agreement numbers are recorded in the record that links the writer to the publisher (PWR). The reason is that if two or more writers for a work have an agreement with the same original publisher, it is possible to record each Society-Assigned Agreement Number / Submitter Agreement Number in the PWR record that links that writer to the original publisher. If the original

Society-Assigned Agreement Number / Submitter Agreement Number were to be stored in the original publisher record, then there is only place for one Society-Assigned Agreement Number / Submitter Agreement Number.

- The publisher to publisher agreement numbers are recorded in the record for the sub-publisher or administrator.

It is the society of the original publisher that assigns the society-assigned agreement number to the writer to publisher agreement. It is the society of the sub-publisher or the acquiring party that assigns the society-assigned agreement number to the publisher to publisher agreement.

Where given, the territories and interested parties within the NWR or REV will be validated against those entered in the corresponding AGR transaction.

Transaction Format

Record Type	Name	Req	Max Use	Comments
AGR	Agreement Supporting Work Registration	M	1	The first record within the AGR transaction must be an AGR record.
TER	Territory in Agreement	M	M	Specifies the territories controlled by this agreement
IPA	Interested Party of Agreement	M	M	For each TER, lists all the Interested Parties (assignor and acquirer(s)) associated with the territory.
NPA	Non-Roman Alphabet Agreement Party Name	O	M	If an assignor or acquirer has a non-Roman alphabet name, enter it here.

Record Description

The AGR record contains basic information about an agreement that cover(s) work(s). Each AGR record must be followed by a combination of at least one TER record and at least two IPA records. The shares within the assignor and acquirer(s) records must total 100% for each type of right for each agreement. For further examples, see the User Manual.

Record Type	Agreement Type	Territory	Assignor/ Acquirer	IP's Role	Interested Party	Performing Right Share	Mechanical Right Share
AGR	OS						
TER		Europe					
IPA			Assignor	CA	Dupont	33,34	25
IPA			Assignor	CA	Leblanc	33,33	25
IPA			Acquirer	E	Warner France	33,33	50

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = AGR (Agreement)
Submitter Agreement Number	20	14	A	M	The submitter's unique identifier for this agreement.
International Standard Agreement Code	34	14	A	O	The ISAC that has been assigned to this agreement. Note this code is not yet available.
Agreement Type	48	2	L	M	Code defining the category of agreement. The values reside in the Agreement Type Table.
Agreement Start Date	50	8	D	M	The date on which the transfer of rights to the acquiring party becomes effective. This field is mandatory.

Agreement End Date	58	8	D	O	The date on which the transfer of rights to the acquiring party ceases except for the agreed provisions concerning entitlements such as a collection.
Retention End Date	66	8	D	O	The end date of the retention period. This date supersedes the function of the Agreement End Date when a retention period is part of the agreement. The Retention End Date must be equal to or later than the Agreement End Date.
Prior Royalty Status	74	1	A	M	Indicates whether or not the acquiring party is entitled to collect monies that were accrued before the Agreement Start Date of this agreement but not yet distributed by the societies. Possible values are: "N"one, or "A"ll, or "D"ate (the latter indicating a date is entered in Prior Royalty Start Date).
Prior Royalty Start Date	75	8	D	C	Date before the Agreement Start Date of this agreement from which royalties are accrued to which the acquiring party is entitled to collect monies not yet distributed by societies. This date must be entered if and only if the Prior Royalty Status is 'D'ate.
Post-term Collection Status	83	1	A	M	Indicates whether the acquiring party is entitled to collect monies that were accrued before the Retention End Date (if it exists), or else the Agreement End Date but not yet distributed by the societies. Possible values are "N"o, "O"pen-ended, or "D"ate (the latter indicating a date is entered in Post-term Collection End Date).
Post-term Collection End Date	84	8	D	C	The date until which the acquiring party is entitled to collect monies that were accrued before the Retention End Date (if it exists), or else the Agreement End Date but not yet distributed by the societies. This date must be after the Retention End Date (if it exists), or else the Agreement End Date. This date must be entered if and only if the Post-term Collection Status is 'D'ate.
Date of Signature of Agreement	92	8	D	O	The date when the written form of the agreement (the contract) was signed.
Number of Works	100	5	N	M	Number of works registered subject to this agreement specific to this file.

Field	Start	Size	Fmt	Req	Field Description
Sales/ Manufacture Clause	105	1	L	C	The S/M-clause-indicator is a marker that shows whether the acquiring party has acquired rights either for products manufactured or for products sold in the territories in agreement. Synonym: Sales/Manufacture Clause. Only two values are allowed according to BIEM/CISAC-rules: S = Sales Clause: A stipulation which lays down that the acquiring party has acquired rights for products sold in the territories in agreement irrespective of the country of manufacture. M = Manufacture Clause: A stipulation which lays down that the acquiring party has acquired rights for products manufactured in the territories in agreement irrespective of the country of sale. This field is mandatory for specific agreements i.e. if Agreement Type = OS or PS.
Shares change	106	1	B	O	If the shares for the writer interest can change as a result of sub-publication or similar reason, set this field to “Y”. Default is “N”.
Advance Given	107	1	B	O	If there is an advance paid for this agreement, set this field to “Y”. Default is “N”.

Version 2.1 field

Society-assigned Agreement Number	108	14	A	O	The agreement number assigned by the society of the sub-publisher. This is generally not known when the AGR is submitted but can be supplied by the societies in the ACK transaction.

Transaction Level Validation

1. Only one AGR is allowed per transaction (TR).
2. There must be at least one TER record per AGR transaction (TR).
3. There must be at least two IPA records per AGR transaction -- one with an agreement role code of assignor; and one with an agreement role code of acquirer (TR).
4. The number of NWR/REV transactions in this file that contain reference to this agreement must be less than or equal the Number of Works. (TR)
5. The shares within the assignor and acquirer(s) records must total 100% for each type of right covered by the agreement within a tolerance of .06%. (TR)
6. The Transaction Type of the immediately preceding GRH must be AGR for submissions from a supplier. This edit is ignored if the AGR is part of an ACK (GR).

Field Level Validation

1. Submitter Agreement Number must be entered and must be unique within the submitter's database. (TR)
2. The International Standard Agreement Code must, if entered, be a valid code. (FR - default to spaces)
3. Agreement Type must be entered and must be a valid entry in the Agreement Type Table. (TR)
4. The Agreement Start Date must be a valid date. (TR)
5. The Agreement Start Date must be entered for all agreement types. (TR)
6. If entered, the Agreement End Date must be a valid date. (TR)
7. If entered, the Retention End Date must be a valid date equal to or later than the Agreement End Date. (TR)
8. Prior Royalty Status must be entered, and must be "N" for none, or "A" for all, or "D" for date. (TR)
9. If the Prior Royalty Status is "D", the Prior Royalty Start Date must be entered and must be earlier than the Agreement Start Date. (TR)
10. If the Prior Royalty Status is "N" or "A", the Prior Royalty Start Date must not be entered. (TR)
11. If Prior Royalty Start Date is entered, it must be a valid date. (TR).
12. If Prior Royalty Start Date is entered, Prior Royalty Status must be "D". (TR)
13. If entered, the Post-term Collection End Date must be a valid date and must be after the Retention End Date (if it exists), or else the Agreement End Date. (TR)
14. If Post-Term Collection Status is "D", the Post-term Collection End-Date must be entered. (TR)
15. If Post-Term Collection Status is "N" or "O", the Post-term Collection End-Date must not be entered. (TR)
16. Post-term Collection Status must be entered, and must be "N" for no or "O" for open-ended or "D" for date. (TR)

17. If Post-Term Collection End Date is entered, Post-term Collection Status must be “D”. (TR)
18. If entered, the Date of Signature of Agreement must be a valid date. (FR- default to zeros)
19. If entered, the Sales/Manufacture Clause must be “S” or “M”. (FR- default to space)
20. The Sales/Manufacture Clause must be entered for Agreement Type “OS” or “PS”. (TR)
21. Number of works must be numeric and greater than zero. (TR)
22. If Shares change is entered, it must be “Y” or “N”. (FR - default to “N”)
23. If Advance Given is entered, it must be “Y” or “N”. (FR - default to “N”)
24. Edit has been removed.

4.2 NWR: New Work Registration

4.3 REV: Revised Registration

4.4 ISW: Notification of ISWC assign to a work

4.5 EXC: Existing work which is in Conflict with a Work Registration

Transaction Description

The New Works Registration (NWR) and Revised Registration (REV) are transactions that will be formatted by publishers and sent to societies. The purpose of these transactions is to allow publishers to register and revise works that they either own a percentage of or where they represent the owner as an administrator or sub-publisher. Note that on revisions, all work information must be included in the transaction. Note also that the NWR and REV transactions are also contained within an Acknowledgement (ACK) transaction sent from the societies back to the submitting publisher.

The Notification of ISWC (ISW) will be sent from a society to a publisher to inform the publisher of the ISWC that has been assigned to the musical work. When an ISWC is assigned to a work by a numbering agency, duplicate checking takes place. It is possible that information originally sent on OWR, or OPU records has changed as a result of another registration. Therefore publishers can update their databases with the validated information in the ISW transactions.

The Details of Work in Conflict (EXC) will be sent from a society to a publisher to provide information on the details of the work that is in conflict with the registration sent by the publisher. This transaction will follow the Acknowledgement (ACK) transaction containing a status code of “CO” (for conflict). The EXC transaction is only valid within an ACK, and following an NWR or REV transaction. Since the work described in the EXC transaction may not have been registered via CWR, it may not meet the data standards outlined in this document for the NWR/REV/ /ISW transactions.

A high priority flag has been introduced in version 2.1. It is meant to speed the registration of those works that are on the charts, etc. It is expected that it will be used sparingly.

Transaction Format

Record Type	Name	Req	Max Use	Comments
NWR/ REV/ ISW/	New Work Registration / Revised Registration Notification of ISWC	M	1	NWR, REV are used to submit new or revised work registrations to societies.

EXC	Details of Work in Conflict			ISW, EXC are used by societies to provide information back regarding the registrations
SPU	Publisher Controlled by Submitter	C	M	List all publishers controlled by submitter. This record is mandatory if writer ownership shares are less than 100%.
NPN	Non-Roman Alphabet Publisher Name	O	M	List the publisher name if available in a non-Roman alphabet
SPT	Publisher Territory of Control	C	M	For each applicable SPU, list all territories where collection rights exist.
OPT	Publisher non-controlled collection	O	M	For each applicable SPU, list territories where collection rights do not exist
OPU	Other Publisher	O	M	
OPT	Publisher Non-controlled collection	O	M	For each OPU, list territories and collection
SWR	Writer Controlled by Submitter	O	M	List all the writers controlled by submitter.
NWN	Non-Roman Alphabet Writer Name	O	M	List the writer name if available in a non-Roman alphabet
SWT	Writer Territory of Control	C	M	For each applicable SWR, list all territories where collection rights exist
PWR	Publisher for Writer	O	M	For each SWR, list the original publishers representing this writer.
OWR	Other Writer	O	M	
PWR	Publisher for Writer	O	M	For each OWR, list the original publishers representing this writer.
OWT	Other writer collection	O	M	For each applicable OWR, list all territories where non-controlled collection rights exist
ALT	Alternate Title	O	M	
NAT	Non-Roman Alphabet Title	O	M	List the main title and any alternate titles available in non-Roman alphabets
EWT	Entire Work Title for Excerpts	O	1	
NET	Non-Roman Alphabet Entire Work Title for Excerpts	O	1	
VER	Original Work Title for Versions	O	1	
NVT	Non-Roman Alphabet Original Title for Version	O	1	
PER	Performing Artist	O	M	
NPR	Performing Artist in Non-Roman alphabet			
REC	Recording	O	M	
ORN	Work Origin	O	M	
INS	Instrumentation Summary	O	M	
IND	Instrumentation Detail	O	M	
COM	Component	O	M	
NCT	Non-Roman Alphabet Title for Components	O	M	
NOW	Non-Roman Alphabet Other Writer Name	O	M	The non-Roman alphabet name of a writer named in Excerpt, Version, of Component record
ARI	Additional Related Information	O	M	Comments or Society work #
XRF	Work ID Cross Reference	O	M	

Record Description

The NWR/REV//ISW/EXC record contains information specific to a work and occurring at a work level. Detail records are listed subsequent to the NWR/REV//ISW/EXC record providing further information on the content and ownership of the work.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NWR (New Work Registration) for new registrations, REV (Revised Registration) for revisions, or ISW (Notification of ISWC) or EXC (Existing Work in Conflict) for outgoing notifications.
Work Title	20	60	A	M	Name/Title of the work.
Language Code	80	2	L	O	The code representing the language of this title. These values reside in the *Language Code Table*.
Submitter Work #	82	14	A	M	Number assigned to the work by the publisher submitting or receiving the file. This number must be unique for the publisher.
ISWC	96	11	A	O	The International Standard Work Code assigned to this work.
Copyright Date	107	8	D	O	Original copyright date of the work.
Copyright Number	115	12	A	O	Original copyright number of the work.
Musical Work Distribution Category	127	3	L	M	Describes the type of music as it applies to special distribution rules. Values for this field reside in the *Musical Work Distribution Category Table*.
Duration	130	6	T	C	Duration of the work in hours, minutes, and seconds. This field must be greater than zero if Musical Work Distribution Category is equal to SER. Note that some societies may also require duration for works where the Musical Work Distribution Category is equal to JAZ (e.g. BMI).
Recorded Indicator	136	1	F	M	Indicates whether or not the work has ever been recorded.
Text Music Relationship	137	3	L	O	Indicates whether this work contains music, text, and/or both. Values reside in the *Text Music Relationship Table*.
Composite Type	140	3	L	O	If this is a composite work, this field will indicate the type of composite. Values reside in the *Composite Type Table*.
Version Type	143	3	L	M	Indicates relationships between this work and other works. Note that this field is used to indicate whether or not this work is an arrangement. Values reside in the *Version Type Table*.
Excerpt Type	146	3	L	O	If this is an excerpt, this field will indicate the type of excerpt. Values reside in the *Excerpt Type Table*.
Music Arrangement	149	3	L	C	If Version Type is equal to “MOD”, this field indicates the type of music arrangement. Values reside in the *Music Arrangement Table*.
Lyric Adaptation	152	3	L	C	If Version Type is equal to “MOD”, this field indicates the type of lyric adaptation. Values reside in the *Lyric Adaptation Table*.
Contact Name	155	30	A	O	The name of a business contact person at the organization that originated this transaction.
Contact ID	185	10	A	O	An identifier associated with the contact person at the organization that originated this transaction.
CWR Work Type	195	2	L	O	These values reside in the *CWR Work Type* table.

Grand Rights Ind	197	1	B	C	Indicates whether this work is originally intended for performance on stage. *Note* that this field is mandatory for registrations with the UK societies.
Composite Component Count	198	3	N	C	If Composite Type is entered, this field represents the number of components contained in this composite. *Note* that this is required for composite works where ASCAP is represented on the work.

Society Specific Fields for Version 2.0

Date of publication of printed edition	201	8	D	O	For registrations with GEMA: Indicates the date that the printed, new edition published by the submitting publisher appeared. This information is especially relevant for the notification of sub-published works by GEMA-sub-publishers.
Exceptional Clause	209	1	F	O	For registrations with GEMA: By entering Y (Yes), the submitting GEMA-sub-publisher declares that the exceptional clause of the GEMA distribution rules with regard to printed editions applies (GEMA-Verteilungsplan A Anhang III).

⇒ ***Additional Fields for Version 2.0***

Opus Number	210	25	A	O	Indicates the number assigned to this work, usually by the composer. Part numbers are to be added with an # e.g. 28#3 (meaning Opus 28 part 3).
Catalogue Number	235	25	A	O	The work catalogue number. The abbreviated name of the catalogue is to be added (like BWV, KV), without dots. Part numbers are to be added with an # e.g. KV 297#1 (meaning Köchel Verzeichnis Nr.297 part 1).

⇒ ***Fields for Version 2.1***

Priority Flag	260	1	F	O	Indicates that this work should be processed faster because it is on the charts, is by a well-known composer, etc.

Transaction Level Validation

1. Only one NWR or REV or ISW or EXC is allowed per transaction. (TR)
2. If Record Type is equal to REV and this work has not been successfully registered with the receiving society in a CWR transaction, then the record type will be changed to NWR. (FR)
3. Edit Replaced
4. Total Ownership shares across all SPU and OPU records must be less than or equal to 05000 (50%) for PR Shares and must be less than or equal to 10000 (100%) for MR Shares and SR Shares. Note that a tolerance of plus or minus 00006 (.06%) is allowed. (TR)
5. Edit has been removed.
6. Edit has been removed
7. For each publisher controlled by the submitter that has collection shares, there must be at least one SPT record. (TR)
8. Detail records other than those listed in the Transaction Format table may not be submitted for this transaction (RR)

9. Total Ownership shares across all SWR and OWR records must be either 00000 (0%) or greater than or equal to 05000 (50%) for performing rights shares and less than or equal to 10000 (100%) for all rights. Note that a tolerance of plus or minus 00006 (.06%) is allowed. (TR)
10. If Version Type is equal to “MOD”, at least one SWR or OWR record must contain a Writer Designation Code equal to “AR” (Arranger), “AD”: (Adapter), “SR” (Sub-Arranger), “SA” (Sub-Author), or “TR” (Translator). (TR)

Version 1.1 Edits

11. The total ownership shares for all writers and publishers for each right must total either 10000 (100%) plus or minus 00006 (0.06%) or 00000 (0%). (TR)
12. A transaction must contain at least one writer record, SWR, or OWR. (TR)
13. If Record Type is "NWR", the work can not previously have been sent and accepted on a CWR transaction. (TR)

Version 1.2 Edits

14. The total of collection shares cannot exceed 100% for a given right for a territory. Note that a tolerance of plus or minus 00006 (.06%) is allowed. (TR)
15. There must be at least one writer (Writer Designation Code = “CA”, “A”, “C”) in a work. (TR)
16. A non-controlled publisher (OPU) can not appear in a chain started with a controlled original publisher (SPU). (TR)
17. There can only be one original publisher (Publisher Type = “E”) in a publisher chain. (TR)
18. Edit has been removed

Version 2.0 Edits

19. Edit has been removed.
20. For each writer controlled by the submitter that has collection shares, there must be at least one SWT. (TR)
21. Edit has been removed.
22. The Transaction Record Type (e.g. NWR or REV) must be the same as the Transaction Type of the immediately preceding GRH record. (GR)

Version 2.1 Edits

23. If Version Type is equal to “ORI”, there cannot be an SWR or OWR record that contains a Writer Designation Code equal to “AR” (Arranger), “AD”: (Adapter), “SR” (Sub-Arranger), “SA” (Sub-Author), or “TR” (Translator). (TR)
24. If all writers (SWR/OWR) are in the public domain, then the total ownership shares for performing rights must equal zero. (Since a PD work cannot be registered for performing rights). (TR)
25. For each SPU publisher chain (but not OPUs), the sum of at least one of PR Ownership Share, MR Ownership Share, or SR Ownership Share for SPU records with publisher type ‘E’ and ‘AQ’ must be greater than zero. (TR)
26. If an SPU record with publisher type “AQ” appears in a chain of title then the Ownership shares on the preceding Original publisher must be zero. (TR)

27. For performing rights: Within each chain of title, the sum of Collection Shares for any group of SPT records within a territory must equal the total of Ownership shares on the preceding Original Publisher and Acquirer SPU records provided:

    - The Shares Changed when sub-published is 'N'
    - There is no interested party (SPU/POP/SWR/OWR) with a role code of 'PA' (income participant)

    Note that a tolerance of plus or minus 00006 (.06%) is allowed. (TR)

28. Edit Removed

29. Edit Removed

30. For registrations to GEMA only - A work transaction must contain at least one SPU with either "PR Affiliation society" or "MR Affiliation society" set to 035 (GEMA), otherwise the work will be rejected with the transaction status set to "NP". (TR – GEMA only)

31. For registrations to GEMA only – If all the Writer's Last Names are entered as "DP" (i.e. Public Domain), then the work will be rejected with Transaction Status "NP". (TR – GEMA only)

32. For registrations to Harry Fox only – A transaction must contain at least one SWR record. (TR – Harry Fox only)

33. Edit has been removed.

34. Edit has been removed

35. For registrations to SGAE only - All SPU records for Spanish sub-publishers must include a Society-assigned Agreement Number, or a Specific agreement must already have been notified to SGAE. (TR – SGAE only)

36. For Registrations to SGAE only - For SGAE territories, the total Ownership shares of non-controlled right-owners (OPUs and OWRs) and the Collection shares of controlled right-owners (SPTs and SWTs) must equal 100% for each right. Note that a tolerance of plus or minus 00006 (0.06%) is allowed. (TR – SGAE only)

37. For Registrations to SGAE only - For SGAE territories, the total of PR Ownership shares of Non-Controlled publishers (OPUs) and the PR Collection shares of controlled publishers (SPTs) must be less or equal to 50%. Note that a tolerance of plus or minus 00006 (0.06%) is allowed. (TR – SGAE only)

38. For registrations to SGAE only – If all the Writers are Public Domain, then the work will be rejected. (TR – SGAE only)

39. If CWR Work Type is equal to "FM", the transaction must include an ORN (Work Origin) record with a Production Title. (TR)

40. For registrations to ABRAMUS and UBC only – all SPU records for final Sub-Publisher's collecting shares in the territory of Brazil must include the start date of the sub-publishing agreement in the Society-assigned Agreement Number field. The date should be left-justified in the format YYYYMMDD, and the rest of the field should be left blank. Invalid dates will be rejected. (TR – ABRAMUS and UBC only)

41. For registrations to SACEM only - A work transaction must contain at least one SPU with either "PR Affiliation society" or "MR Affiliation society" set to 058 (SACEM), otherwise the work will be rejected with the transaction status set to "NP". (TR – SACEM only).

42. For registration SIAE only – There must be at least one writer designation code of C or CA on a transaction. (TR – SIAE only)

Version 2.2 Edits

43. The sequence of records within the transaction must be as follows: NWR/REV/ISW/EXC, SPU, NPN, SPT, OPT, OPU, NPN, OPT, SWR, NWN, SWT, PWR, OWR, NWN, OWT, PWR, ALT, NAT, EWT, NET, NOW, VER, NVT, NOW, PER, NPR, REC, ORN, INS, IND,COM, NCT, NOW, ARI, XRF (TR)
44. For any territory and any right type the total controlled collection (SPT/SWT)and non-controlled collection (OPT/OWT) must not be greater than 100. **Note** that a tolerance of plus 00006 (.06%) is allowed. (TR)
45. If the Text Music Relationship indicator is MUS (music only), then there should be no CA or A or SA or TR role codes among the work creators in SWR and OWR records (they should only be C or AR) (TR)
46. For registrations to ICE Societies only – If writer designation code AR on work, a different writer's designation code must be C or CA (TR – ICE only)
47. For registrations to ICE Societies only – If writer designation code SA on work, a different writer's designation code must be A or CA (TR – ICE only)
48. For registrations to MusicMark societies only. If SWR is BMI then any related publisher must be BMI or non-US PRO. If SWR is ASCAP then any related publisher must be ASCAP or non-US PRO (TR- MusicMark only)
49. For registrations to SGAE only. Part of the agreements hierarchy missed. There is no agreements link registered (notified) between original publisher and the submitter of the work (TR – SGAE only).
50. For registrations to SGAE only.The sub-publisher of the work is not the registered (notified) for the original publisher (TR – SGAE only).
51. For registrations to SGAE only.The shares for the sub-publisher are different from the shares registered (notified) in the agreement (TR – SGAE only).
52. For Registrations to ASCAP only: The sum of collection shares for the performing rights across all writers and publishers for the territory of US must equal 100% (plus or minus the usual tolerance). Note: if no OPT or OWT is present for the US, collection will be defaulted to ownership.
53. If Musical Work Distribution Category is equal to 'SER', the transaction must include an INS (Instrumentation Summary) record or an IND (Instrumentation Detail) record. (TR)

Note: If the transaction type is "EXC", then all edits except the first may be bypassed since the existing work that is in conflict may have been from a non-CWR registration.

Field Level Validation

1. Work Title must be entered. (TR)

Revised in Version 1.2

2. Language Code, if entered, must match an entry in the Language Code Table. (TR)
3. Submitter Work Number must be entered and must be unique for the party submitting the file. (TR)
4. If ISWC is entered, it must be a valid ISWC. (FR - default to spaces)
5. Copyright Date must be a valid date. (FR - default to zeros)
6. Musical Work Distribution Category must be entered and it must match an entry in the Musical Work Distribution Category table. (TR)

7. If Musical Work Distribution Category is equal to “SER”, Duration must be greater than zero and be a valid combination of hours, minutes and seconds. (TR)
8. If Music Work Distribution Category is not equal to “SER”, and Duration is entered, it must be a valid combination of hours, minutes, and seconds. (FR)
9. Recorded Indicator must be equal to “Y”, “N”, or “U”. (FR - default to “U”)
10. If Text Music Relationship is entered, it must match an entry in the Text Music Relationship table. (FR - default to spaces)
11. If Composite Type is entered, it must match an entry on the Composite Type table. (FR - default to spaces)
12. Version Type must be entered and must match an entry on the Version Type table. (TR)
13. If Excerpt Type is entered, it must match an entry on the Excerpt Type table. (FR - default to spaces)
14. If Version Type is equal to “MOD”, Music Arrangement must be entered and must match an entry in the Music Arrangement table. (TR)
15. If Version Type is equal to “MOD”, Lyric Adaptation must be entered and must match an entry in the Lyric Adaptation table. (TR)
16. If entered, Grand Rights Ind. must be equal to “Y” or “N”. (FR - default to spaces)
17. When entered, CWR Work Type must match an entry in the CWR Work Type table. (FR – default to spaces)
18. If Composite Type is entered, Composite Component Count must be entered. (TR)
19. If Composite Component Count is entered, Composite Type must be entered. (TR)
20. If entered, Composite Component Count must be numeric and must be greater than 1. (TR)
21. For registration BMI only - If Musical Work Distribution Category is equal to “JAZ” and BMI is represented on the work, duration must be greater than zero. (TR – BMI only)

Version 1.1 Edits

22. If entered, Music Arrangement must match an entry in the Music Arrangement table. (TR)
23. If entered, Lyric Adaptation must match an entry in the Lyric Adaptation table (TR).
24. Work Title must contain only valid ASCII characters from within the ‘Titles’ section of the allowed CIS character set. (TR)

Version 2.0 Edits

25. Edit has been removed
26. Edit Removed
27. Edit Removed
28. For registrations to GEMA only - If an ISWC number is entered and is part of the GEMA number block then that number must already be registered by GEMA. (FR – GEMA only – Replace with spaces)
29. For registrations to SACEM only - If an ISWC number is entered and is part of the SACEM number block then that number must already be registered by SACEM. (FR – SACEM only – Replace with spaces)

Note: If the transaction type is "EXC", then all edits regarding mandatory fields may be bypassed since the existing work that is in conflict may have been from a non-CWR registration.

4.1 ACK: Acknowledgement of Transaction

Transaction Description

The ACK transaction allows for acknowledgements of transactions from a recipient back to a submitter. The acknowledgement will indicate whether or not the recipient accepted the transaction. The ACK will include any error or warning messages associated with the original transaction. In addition, the ACK includes the NWR, or REV and possibly EXC transaction as the recipient processed it. The NWR/REV transaction will be as the submitter sent it but supplemented with additional information such as IPI name numbers where possible. In particular, the use of controlled/non-controlled record types will be as for the submitter. For example, if a submitter sent a publisher on an SPU, the ACK will contain an SPU for that publisher. The ACK transaction will contain all of the records sent by the submitter that have relevance to the recipient. For example, a society will generally not return SPU/SPT records for sub-publishers in territories it does not control.

MSG records will precede the detail record to which they apply and the sequence numbers in the Record Prefix will contain information consistent to the ACK record - not the original transaction. Note that validation will not stop at the first error encountered, but will continue to report all errors (unless a severe error makes further processing inadvisable).

For version 2.2 there is no requirement to include the new 2.2 fields and record types in the ACK transaction.

Transaction Format

Record Type	Name	Req	Max Use	Comments
ACK	Acknowledgement of Transaction	M	1	
MSG	Message	O	M	List all messages generated as a result of editing this transaction.
AGR	Agreement supporting Work Registration	O	1	Detail records are included within the AGR transaction
NWR	New Works Registration	O	1	Detail records are included within the NWR transaction
REV	Revised Registration	O	1	Detail records are included within the REV transaction
EXC	Existing Work in Conflict	O	1	Detail records are included within the EXC transaction

Record Description

The ACK record identifies and provides a status on the transaction for which this acknowledgement has been generated. In addition, other information is provided that can be used by the recipient to link the acknowledgment back to the original transaction.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = ACK (Acknowledgement of Transaction)
Creation Date	20	8	D	M	The Creation Date of the original file that contained the transaction to which this ACK applies.
Creation Time	28	6	T	M	The Creation Time of the original file that contained the transaction to which this ACK applies.
Original Group ID	34	5	N	M	The Group ID within which the original transaction to which this ACK applies.

					Note that if the ACK is a result of a HDR or TRL record problem, set this field to zeroes.
Original Transaction Sequence #	39	8	N	M	The Transaction Sequence # of the original transaction to which this ACK applies. *Note* that if the ACK is a result of a HDR or TRL record problem, set this field to zeroes.
Field	Start	Size	Fmt	Req	Field Description
Original Transaction Type	47	3	L	M	The Transaction Type of the original transaction to which this ACK applies. *Note* that if the ACK is a result of a HDR or TRL record problem, set this field to HDR or TRL (whichever is applicable).
Creation Title	50	60	A	C	The creation title as delivered by the submitter (i.e. the title of the musical work or audio visual production…). This field is required if the ACK is in response to an NWR or REV transaction.
Submitter Creation #	110	20	A	C	The unique identifier assigned by the original submitter to this work. This field is required if the ACK is in response to a transaction.
Recipient Creation #	130	20	A	C	The unique identifier assigned by the recipient to this work. This field is required if the ACK is in response to a transaction and if the transaction status indicates that the recipient has accepted the work.
Processing Date	150	8	D	M	The date this transaction or file was formally processed by the recipient.
Transaction Status	158	2	L	M	The current status of this transaction. Values for this field reside in the *Transaction Status Table*.

Transaction Level Validation

1. Only one ACK is allowed per transaction. (TR)

Version 2.0 Edits

2. The ACK transaction must be followed by one of NWR, REV, or AGR transactions. (TR)
3. The EXC transaction must follow an NWR or REV transaction within the ACK transaction. (TR)
4. The Transaction Type of the immediately preceding GRH must be ACK for submissions from a society. (GR)

Field Level Validation

1. The combination of Creation Date and Creation Time must match the same fields found on the HDR record of a file generated by the submitter. (TR)
2. The combination of Original Group Number and Transaction Sequence # must be valid within the file referred to by Creation Date and Creation Time. (TR)
3. Original Transaction Type must match the transaction referred to by the combination of Creation Date, Creation Time, Original Group #, and Original Transaction Sequence #. (TR)
4. Creation Title must match the corresponding title associated with the Submitter Creation #. (TR)
5. Submitter Creation # must match an entry in the submitter's data base. (TR)
6. If entered, Recipient Creation # must match an entry in the recipient's data base. (TR)

7. Processing Date must be a valid date. (TR)
8. Transaction Status must match an entry in the Transaction Status table. (TR)

Version 2.0 Edits

9. Creation Title is required if the ACK is in response to an NWR or REV transaction. (TR)

5 Detail Records

Detail Records contain the information required to define each transaction. The following record types are defined in this section...

- ⇒ **TER:** Territory in Agreement
- ⇒ **IPA:** Interested Party of Agreement
- ⇒ **SPU:** Publisher Controlled by Submitter
- ⇒ **NPN:** Non-Roman Alphabet Publisher Name
- ⇒ **SPT:** Publisher Territory of Control
- ⇒ **OPT:** Publisher non-controlled collection
- ⇒ **OPU:** Other Publisher
- ⇒ **SWR:** Writer Controlled by Submitter
- ⇒ **NWN:** Non-Roman Alphabet Writer Name
- ⇒ **SWT:** Writer Territory of Control
- ⇒ **OWT:** Other writer collection
- ⇒ **PWR:** Publisher for Writer
- ⇒ **OWR:** Other Writer
- ⇒ **ALT:** Alternate Title
- ⇒ **NAT:** Non-Roman Alphabet Title
- ⇒ **EWT:** Entire Work Title for Excerpts
- ⇒ **NET:** Non-Roman Alphabet Entire Work Title for Excerpts
- ⇒ **VER:** Original Work Title for Versions
- ⇒ **NVT:** Non-Roman Alphabet Original Title for Versions
- ⇒ **PER:** Performing Artist

⇒ **NPR:** Performing Artist Name in Non-Roman Alphabet

⇒ **REC:** Recording Detail

⇒ **ORN:** Work Origin

⇒ **INS:** Instrumentation Summary

⇒ **IND:** Instrumentation Detail

⇒ **COM:** Composite Component

⇒ **NCT**: Non-Roman Alphabet Title for Components

⇒ **NOW:** Non-Roman Alphabet Other Writer Name

⇒ **MSG:** Message

⇒ **ARI:** Additional Related Information

⇒ **XRF:** Work ID cross reference

5.1 TER: Territory in Agreement

Record Description

The TER record specifies a territory either within the territorial scope of the preceding AGR agreement or excluded from it. An agreement may cover several territories. Include one TER record for each territory, or groups of territories covered by the agreement. It is also possible to use a combination of include and exclude TER records. For example, if an agreement applied to all of Europe except Switzerland, you can provide a TER record to include Europe, and one to exclude Switzerland.

The TER record must follow the AGR record to which it applies or other TER records for the same AGR agreement.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = TER (Territory in Agreement)
Inclusion/ Exclusion Indicator	20	1	L	M	This is a marker which shows whether the territory specified in this record is part of the territorial scope of the agreement or not. Possible entries are I (= territory included) and E (= territory excluded).
TIS Numeric Code	21	4	L	M	Numeric identifier of a territory according to the new CISAC Territory Standard.

Record Level Validation

1. Must follow an AGR or TER record. (TR)

Field Level Validation

1. The Inclusion/Exclusion Indicator must be “I” or “E”. (TR)
2. The TIS Numeric Code must match an entry in the *TIS.* (TR)

5.2 IPA: Interested Party of Agreement

Record Description

The IPA record contains information on the interested parties that concluded the agreement and on the shares they have agreed to assign through the agreement. Each AGR record must be followed by at least one assignor IPA record and at least one acquirer IPA record.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = IPA (Interested Party of Agreement)
Agreement Role Code	20	2	L	M	Code defining the role of the interested party in this agreement. The interested party can be either an assigning party or an acquiring party.
Interested Party IPI Name #	22	11	L	O	The IPI name # assigned to this interested party. These values reside in the IPI Database.
IPI Base Number	33	13	L	O	The IPI base number assigned to this interested party.
Interested Party #	46	9	A	M	Submitter’s unique identifier for this interested party.
Interested Party Last Name	55	45	A	M	The last name of this writer or the name of the publisher. Note that if the submitter does not have the ability to split first and last names of writers, the entire name should be entered in this field in the format *“Last Name, First Name”* including the comma after the last name.
Interested Party Writer First Name	100	30	A	O	The first name of this writer along with all qualifying and middle names. An entry is only allowed if the Agreement type is OS or OG and the Agreement Role Code is Assignor.
PR Affiliation Society	130	3	L	C	Number assigned to the performing rights society with which the IP is affiliated. These values reside on the *Society Code Table*. Required if PR share is greater than zero.
PR Share	133	5	N 999v99	C	Defines the percentage of the performing rights to the work, claimed by this interested party. Within an individual IPA record, this value can range from 0 to 100%. The PR-shares of all IPA records within an AGR transaction must add up to 100.00 if the agreement covers performing rights or must be 00000 if the agreement does not cover performing rights. At least one of PR share, MR share, or SR share must be greater than 0.
MR Affiliation Society	138	3	L	C	Number assigned to the mechanical rights society with which this interested party is affiliated. These values reside on the *Society Code Table*. Required if MR share is greater than zero.

MR Share	141	5	N 999v99	C	Defines the percentage of the mechanical rights to the work, claimed by this interested party. Within an individual IPA record, this value can range from 0 to 100.00. The MR-shares of all IPA records within an AGR transaction must add up to 100.00 if the agreement covers the mechanical rights or to 000.00 if the agreement does not cover the mechanical rights. At least one of PR share, MR share, or SR share must be greater than 0.
SR Affiliation Society	146	3	L	C	Number assigned to the synchronization rights society with which the IP is affiliated. These values reside on the *Society Code Table*. Required if SR share is greater than zero.

Field	Start	Size	Fmt	Req	Field Description
SR Share	149	5	N 999v99	C	Defines the percentage of the synchronization rights to the work, claimed by this interested party. Within an individual IPA record, this value can range from 0 to 100.00. The SR-shares of all IPA records within an AGR transaction must add up to 100.00 if the agreement covers the synchronization rights or to 000.00 if the agreement does not cover the synchronization rights. At least one of PR share, MR share, or SR share must be greater than 0.

Record Level Validation

1. Must follow a TER or IPA record. (TR)
2. Each AGR record must be followed by one assignor IPA record and at least one acquirer IPA record. (TR)
3. At least one of PR share, MR share, or SR share must be greater than 0 in an acquirer IPA record. (TR)

Field Level Validation

1. Agreement Role Code must be entered and must be either “AS” for assignor or “AC” for acquirer. (TR)
2. If entered, Interested Party IPI Name # must match an entry in the IPI system. (FR)
3. Interested Party # cannot duplicate the number of a different interested party currently or previously controlled by the submitting publisher. (TR)
4. The Interested Party Writer First Name entry is only allowed if the Agreement type is “OS” or “OG” and the Agreement Role Code is Assignor. (FR)
5. If the PR Affiliation Society is entered, it must be held in the Society Code Table. (FR)
6. PR Share must be numeric and in the range 00000 (0%) to 10000 (100%). (TR)
7. If the MR Affiliation Society is entered, it must reside in the Society Code Table. (FR)
8. The MR Share must be numeric and in the range 00000 (0%) to 10000 (100%). (TR)
9. If the SR Affiliation Society is present, it must reside in the Society Code Table. (FR)
10. The SR Share must be numeric and in the range 00000 (0%) to 10000 (100%). (TR)
11. One of PR Affiliation Society or MR Affiliation Society must be entered. (TR)
12. If PR Share is entered, then PR Affiliation must be entered. (TR)
13. If MR Share is entered, then MR Affiliation must be entered. (TR)
14. If SR Share is entered, then SR Affiliation must be entered. (TR)

15. Interested Party Last Name must be entered. (TR)
16. Interested Party # must be entered (TR)
17. If IPI Base Number is entered, it must match an entry in the IPI database. (FR)
18. Interested Party Last Name must contain only valid ASCII characters from within the “Names” section of the allowed CIS character set. (TR)
19. If entered, Interested Party Writer First Name must contain only valid ASCII characters from within the “Names” section of the allowed CIS character set. (TR)

5.3 NPA: Non-Roman Alphabet Agreement Party Name

Record Description

This record identifies names in a non-roman alphabet for the acquiring parties of this agreement. The language code is used to identify the alphabet. This record can be used to identify the name of the party in the preceding IPA record.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NPA
Interested Party #	20	9	A	C	Submitting publisher’s unique identifier for this Writer.
Interested Party Name	29	160	A	M	The last of a writer or the publisher name.
Interested Party Writer First Name	189	160	A	M	The first name of a writer.
Language Code	349	2	L	O	The Language code of the name – must be a valid code from the Language Code Table.

Record Level Validation

1. This record must immediately follow an IPA that refers to the interested party named here. (RR)

Field Level Validation

1. Interested Party # must be entered and must match the Interested Party # of the corresponding IPA record. (RR)
2. Interested Party Name must be entered. (RR)
3. Language code, if entered, must be a valid code from the Language Code Table. (FR)

5.4 SPU: Publisher Controlled By Submitter

5.5 OPU: Other Publisher

Record Description

The SPU record contains information about original publishers, income participants, sub-publishers, and/or administrators who are involved in the ownership and collection of this work and are under the control of the party submitting this transaction. The OPU record contains information about original publishers that are not under the control of the party submitting this transaction.

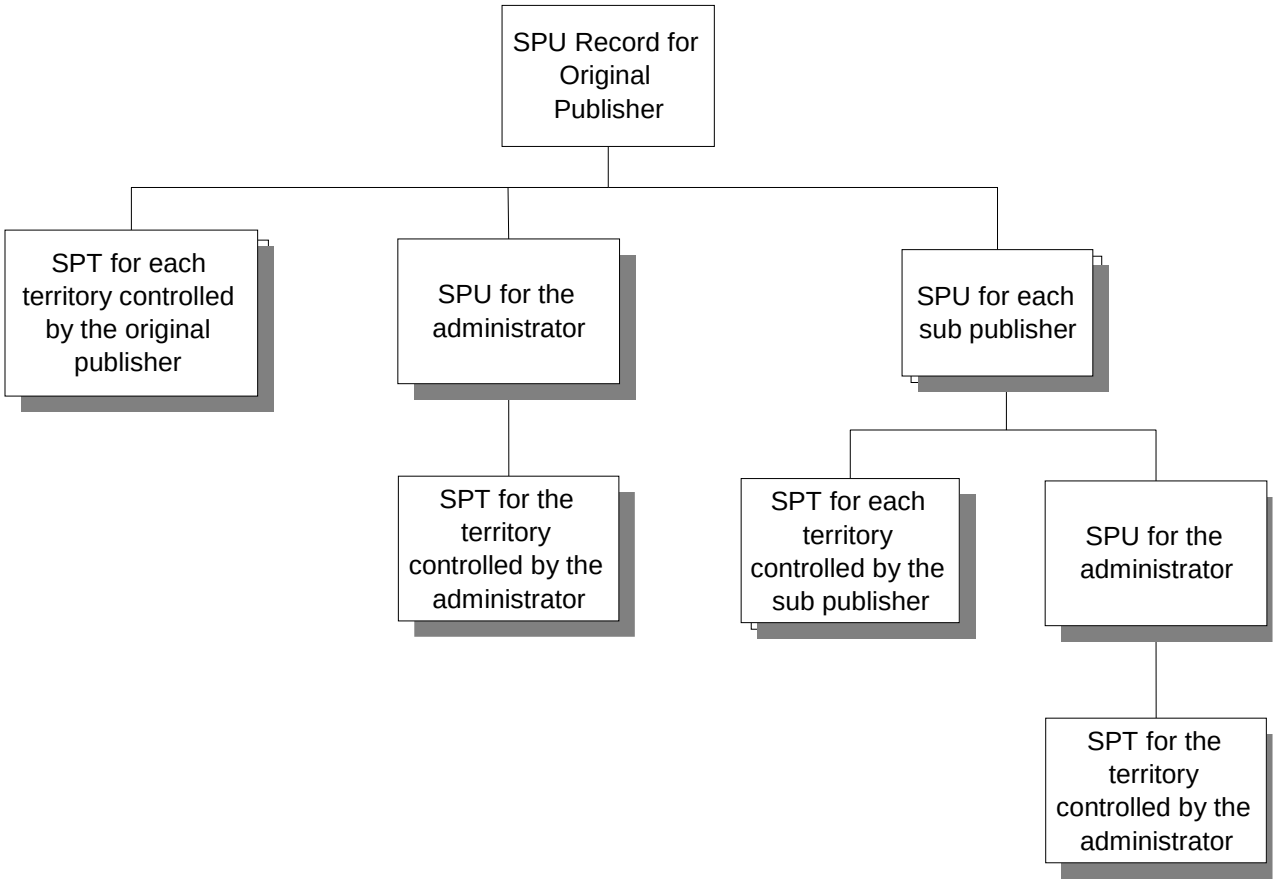
Submission of SPU Records

A transaction must include one or more publisher chains. The first SPU record within a chain must represent an original publisher or income participant (Publisher Type = E or PA). That record may be followed by one SPU record that indicates the original publisher's local administrator if one exists (Publisher Type = AM) and the collection shares for the administrator. Subsequent to the administrator record, SPU records representing sub-publishers (Publisher Type = SE) can be inserted. Also note that subsequent to each SPU record, SPT records (Publisher Territory of Control) can be inserted to designate the territory of the collection shares for the previous publisher.

OPT (publisher non-controlled collection) records can be included to give a complete picture of collection for a territory. These follow the relevant SPU/OPU. If there is a mix of controlled and non-controlled territories for an SPU the OPT(s) follow the SPT(s).

Income participants may start a publisher chain, or be included in one.

The following chart demonstrates the hierarchy that exists between these records (note that the shaded box indicates a record that can repeat).



Note that the hierarchy repeats for each original publisher represented on the work. The following list is a representation of the hierarchy based on the appearance of records within a transaction:

SPU (Original Publisher/Income Participant)

SPT (Territory of Control) for Original Publisher/Income Participant

- *Repeat SPT for each territory included or excluded*
-
-

SPU (Administrator Publisher for previous Original Publisher/Income Participant)

SPT (Territory of Control) for Administrator

- *Repeat SPT for each territory included or excluded*
-

SPU (First Sub-Publisher for previous Original Publisher/Income Participant)

SPT (First Territory of Control) for Sub-Publisher

- *Repeat SPT for each territory included or excluded applying to this Sub-Publisher that is not locally administered*
-

SPU (Administrator Publisher) for previous Sub-Publisher if required

SPT (Territory of Control) for Administrator

- *Repeat SPT for each territory applying to this administrator*
-
-

SPU (Last Sub-Publisher for previous Original Publisher/Income Participant)

SPT (First Territory of Control) for Sub-Publisher

- *Repeat SPT for each territory included or excluded*
-
-

SPU (Administrator Publisher) for previous Sub-Publisher if required

SPT (Territory of Control) for Administrator

- *Repeat SPT for each territory applying to this administrator*
-

All SPU records with the same Publisher Sequence Number as the Original Publisher/Income Participant SPU are considered to be “linked” to the Original Publisher/Income Participant in a chain. Note that this hierarchy

can be repeated if there are multiple Original Publishers for this work represented by the submitter of the file.

On co-publishing/administration deals, note that the co-publisher/administrator needs to submit two SPU records for itself - one as co-publisher and one as administrator for the original publisher they are administering.

The publisher to publisher agreement numbers are recorded in the SPU for the sub-publisher or administrator. It is the society of the sub-publisher or the acquiring party that assigns the society-assigned agreement number to the publisher to publisher agreement. If submitted, the AGR contains a Society Agreement Number that is used to link the agreement to a work registration.

Submission of OPU Records

When submitting OPU records, the first record in the chain must be the original publisher. If you know the sub-publisher(s) or administrator(s), these may be included in the chain if you choose. Publisher non-controlled collection (OPT) records are optional in a publisher chain with an OPU.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = SPU (Publisher Controlled by Submitter) or OPU (Other Publisher)
Publisher Sequence #	20	2	N	M	A sequential number assigned to the original publishers on this work.
Interested Party #	22	9	A	C	Submitting publisher's unique identifier for this publisher. This field is required for record type SPU and optional for record type OPU.
Publisher Name	31	45	A	C	The name of this publishing company. This field is required for record type SPU and optional for record type OPU.
Publisher Unknown Indicator	76	1	F	C	Indicates if the name of this publisher is unknown. *Note* that this field must be left blank for SPU records. For OPU records, this field must be set to "Y" if the Publisher Name is blank.
Publisher Type	77	2	L	C	Code defining this publisher's role in the publishing of the work. These values reside on the *Publisher Type Table*. This field is required for record type SPU and optional for record type OPU.
Tax ID #	79	9	A	O	The number used to identify this publisher for domestic tax reporting.
Publisher IPI Name #	88	11	L	C	The IPI Name # assigned to this publisher. If the record is of type SPU and followed by an SPT (and hence represents the file submitter), then the IPI Name Number is mandatory.
Submitter Agreement Number	99	14	A	O	Indicates the agreement number unique to the submitter under which this publisher has acquired the rights to this work.
PR Affiliation Society #	113	3	L	C	Number assigned to the Performing Rights Society with which the publisher is affiliated. These values reside on the *Society Code Table*.
PR Ownership Share	116	5	N 999v99	C	Defines the percentage of the publisher's ownership of the performance rights to the work. This share does not define the percentage of the total royalty distributed for performance of the work that will be collected by the publisher. Within an individual SPU record, this value can range from 0 to 50.0.

MR Society	121	3	L	C	Number assigned to the Mechanical Rights Society with which the publisher is affiliated. These values reside on the *Society Code Table*.
MR Ownership Share	124	5	N 999v99	C	Defines the percentage of the publisher's ownership of the mechanical rights to the work. This share does not define the percentage of the total royalty distributed for sales of CDs, Cassettes, etc. containing the work that will be collected by the publisher. Within an individual SPU record, this value can range from 0 to 100.0.
SR Society	129	3	L	C	Number assigned to the Society with which the publisher is affiliated for administration of synchronization rights. These values reside on the *Society Code Table*.
SR Ownership Share	132	5	N 999v99	C	Defines the percentage of the publisher's ownership of the synch rights to the work. This share does not define the percentage of the total money distributed that will be collected by the publisher. Within an individual SPU record, this value can range from 0 to 100.0.

Field	Start	Size	Fmt	Req	Field Description
Special Agreements Indicator	137	1	L	O	Indicates publisher claiming reversionary rights. Note that this flag only applies to societies that recognize reversionary rights (for example, SOCAN).
First Recording Refusal Ind	138	1	F	O	Indicates whether the submitter has refused to give authority for the first recording. *Note* that this field is mandatory for registrations with the UK societies.
Filler	139	1	A	O	Fill with a blank

⇒ ***Version 2.0 Fields***

Publisher IPI Base Number	140	13	L	O	The IPI base number assigned to this publisher
International Standard Agreement Code	153	14	A	O	The ISAC that has been assigned to the agreement under which this publisher share is to be administered.
Society-assigned Agreement Number	167	14	A	O	The agreement number assigned by the society of the sub-publisher.

⇒ ***Version 2.1 Fields***

Agreement Type	181	2	L	O	Code defining the category of agreement. The values reside in the Agreement Type Table.
USA License Ind	183	1	L	O	Indicates that rights flow through SESAC/BMI/ASCAP/AMRA in the US

Record Level Validation

1. Edit has been removed.
2. The first SPU record within a chain must be for an Original Publisher or Income Participant (Publisher Type = "E" or "PA"). (TR)
3. If Publisher Type is equal to "SE" or "AM" or "PA" or "ES", Ownership Shares must be equal to zero. (TR)

Version 1.1 Edits

4. If Publisher Type is equal "AM", the publisher must have the right to administer for the preceding publisher. (TR)

Version 1.2 Edits

5. Administrators and sub-publishers must be assigned the publisher sequence number belonging to the original publisher or income participant on whose behalf they administer/sub-publish. (TR)

Version 2.0 Edits

6. Edit has been removed.

7. Edit has been removed.

Version 2.1 Edits

8. If the record represents an Acquirer, at least one of PR Ownership share, MR Ownership share, or SR Ownership share must be greater than zero. (TR)

9. For Registrations to ASCAP only – Where there is an ASCAP Original publisher there must be a collection territory that includes the United States within that chain of title. (TR – ASCAP only)

10. Edit has been removed.

11. For registrations to SGAE only - SPU records for final Sub-Publishers with SGAE interest must include a pre-notified Society-assigned Agreement number unless the Agreement Type field is set to “OS” or “PS”. (TR – SGAE only)

12. For registrations to SGAE only - If the record is of SGAE interest then it must include an Agreement Type. (TR – SGAE only)

13. For registration MusicMark only – If the original publisher belongs to ASCAP then the sub-publisher or administrator in the chain for the US cannot belong to BMI or SESAC. (TR – MusicMark only)

14. For registration MusicMark only – If the original publisher belongs to BMI or SESAC then the sub-publisher or administrator in the chain for the US cannot belong to ASCAP. (TR – MusicMark only)

Field Level Validation

1. Publisher Sequence # must be entered. The first publisher chain on a work must have Publisher Sequence # set to 1. Each subsequent publisher chain must be set to the Publisher Sequence # of the prior publisher chain incremented by 1. (TR)

2. If Record Type is equal to SPU, Interested Party # must be entered. (TR)

3. Submitters must ensure that the Interested Party # is unique within their system for both current and past controlled parties. (TR)

4. If Record Type is equal to SPU or Publisher Unknown Indicator is not equal to “Y”, Publisher Name must be entered. (TR)

5. If Record Type is equal to SPU, Publisher Type must be entered. (TR)

6. If Publisher Type is entered in an SPU record, it must match an entry in the Publisher Type table. (TR)

7. If Record Type is equal to SPU, Publisher Unknown Indicator must be blank. (TR)

8. If Record Type is equal to OPU and Publisher Unknown Indicator is entered, it must be equal to “Y” or “N” (FR - default to “N”)

9. If Record Type is equal to OPU and Publisher Unknown Indicator is equal to “Y”, Publisher Name must be blank. (FR - default Publisher Unknown Indicator to “N”)
10. If Publisher IPI Name # is entered, it must match a publisher entry in the IPI database. (FR – default to blank)
11. If Submitter Agreement Number is entered, it must match the identifier for an agreement on file with the society of the acquiring party or it must match an identifier in the AGR transaction. (FR - default to spaces)
12. If entered, PR Affiliation Society # must match an entry in the Society Code table. (FR – default to spaces)
13. PR Ownership Share must be numeric. The value must also be between 00000 (0%) and 05000 (50.00%). Note that the decimal point on this field is implied and should not be present within the field. (TR)
14. Edit has been removed.
15. If entered, MR Affiliation Society # must match an entry in the Society Code table (FR – default to spaces)
16. MR Ownership Share must be numeric. The value must also be between 00000 (0%) and 10000 (100.00%). Note that the decimal point on this field is implied and should not be present within the field. (TR)
17. If entered, SR Affiliation Society # must match an entry in the Society Code table. (FR – default to spaces)
18. SR Ownership Share must be numeric. The value must also be between 00000 (0%) and 10000 (100.00%). Note that the decimal point on this field is implied and should not be present within the field. (TR)
19. All ownership shares must be equal to 0 if Publisher Type is not equal to “E” or “AQ” (i.e. only Original Publishers can have ownership shares greater than zero). (TR)
20. If entered, Special Agreement Indicator must match an entry in the Special Agreement Indicator table. (FR - default to spaces)
21. If entered, First Recording Refusal Ind must be equal to Y or N. (FR - default to spaces)
22. Edit has been removed.

Version 1.1 Edits

23. If entered, Tax ID must be numeric. (FR - default to zeros)

Version 2.0 Edits

24. If Publisher IPI Base Number is entered, it must match an entry in the IPI database. (FR)
25. If International Standard Agreement Code is entered, it must match an entry in the international agreements database. (FR - default to spaces).
26. If Society-Assigned Agreement Number is entered, it must match the identifier for an agreement on file with the society of the acquiring publisher. (FR - default to spaces)
27. If Record Type is “OPU”, Special Agreements Indicator can only be “L” or blank. (FR - default to space)
28. If Record type is “OPU”, and Publisher type is invalid or missing, default to “E”. (FR - default to “E”)
29. If the Publisher Name matches the name of a society in the Society Code table, and the Publisher IPI Name # is missing or invalid, then the registration is invalid. (TR)

Version 2.1 Edits

30. If Agreement Type is entered, it must match an entry in the Agreement Type table. (FR)

31. If USA License Ind is entered, it must match a value in the USA License Indicator table. (FR)
32. If the role code is 'AQ', this SPU record must follow an SPU record with a role code of 'E'. (TR)
33. For registrations to GEMA only - If Agreement Type is equal to "PS", the Submitter Agreement Number must be entered and must match an entry in a corresponding AGR-record. (TR - GEMA only)
34. For registrations to GEMA only – If Record Type is equal to "SPU" and Publisher Type is equal to "SE", an Agreement Type must be entered. (TR – GEMA only).
35. Edit has been removed.
36. Edit has been replaced
37. If entered, Publisher Name must contain only valid ASCII characters from within the "Names" section of the allowed CIS character set (TR)
38. For registrations to SACEM only – If Record Type is equal to "SPU" and Publisher Type is equal to "SE", an Agreement Type must be entered. All SPU records for final Sub-Publishers in the FR must supply pre-notified Society-assigned Agreement Number. (TR – SACEM only).
39. Edit Replaced (see 46)

Version 2.2 Edits

40. If Record Type is equal to SPU and is the collecting publisher the Publisher IPI Name Number must be entered. (TR)
41. For registrations to Societies requiring Society Assigned Agreement Numbers only: A Society Assigned Agreement Number must be provided missing on SPU (TR)
42. For registrations to Societies requiring Society Assigned Agreement Numbers only:– The provided Society Assigned Agreement Number must be not represent a terminated agreement (TR)
43. For registrations to Societies requiring Society Assigned Agreement Numbers only: The provided Society Assigned Agreement Number must exist in the Society system (TR)
44. For registrations to Societies requiring Society Assigned Agreement Numbers only:– The claimed territory on the provided Society Assigned Agreement Number must be included in the agreement on file at the Society (TR)
45. For registrations to ICE Societies only – The Society Assigned Agreement Number must refer to the quoted combination of Submitter, Assignor and Agreement number on SPU on transaction (TR – ICE only) For registrations to SACEM only: The IPI-name-number provided for the Original Publisher SPU must be equal to the assignor IPI-name-number for the agreement represented by the first 7 characters of the Society Provided Agreement Number.
46. For registrations to SACEM only: The IPI-name-number provided for the Sub-Publisher SPU must be equal to the assignee IPI-name-number for the agreement represented by the last 7 characters of the Society Provided Agreement Number.

5.6 NPN: Non-Roman Alphabet Publisher Name

Record Description

This record identifies publisher names in non-roman alphabets for this work. The language code is used to identify the alphabet. This record can be used to identify the name of the publisher in the preceding SPU/OPU record.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type =NPN
Publisher Sequence #	20	2	N	M	A sequential number assigned to the original publishers on this work.
Interested Party #	22	9	A	M	Submitting publisher's unique identifier for this publisher.
Publisher Name	31	480	A	M	The name of this publishing company in non-roman alphabet.
Language Code	511	2	L	O	The Language code of the name – must be a valid code from the Language Code Table.

Record Level Validation

1. This record must immediately follow an SPU that refers to the publisher named here. (RR)

Field Level Validation

1. Publisher Sequence # must be entered and must match the Publisher Sequence # of the corresponding SPU record. (RR)
2. Interested Party # must be entered and must match the Interested Party # of the corresponding SPU record. (RR)
3. Publisher Name must be entered. (RR)
4. Language code, if entered, must be a valid code from the Language Code Table. (FR)

5.7 SPT: Publisher Territory of Control

5.8 OPT: Publisher Non-Controlled Collection

Record Description

The SPT record defines the territory and the collection shares for the preceding SPU publisher. Note that SPT records follow an SPU, NPN (Non-Roman alphabet Publisher Name), or another SPT record. The SPT record cannot be used with OPU records. Include one SPT record for each territory, or groups of territories for which the preceding publisher has collection rights. It is also possible to use a combination of include and exclude SPT records. For example, to specify collection shares for all of Europe except Switzerland, you can provide an SPT record to include Europe, and one to exclude Switzerland. By its nature, the SPT used to exclude a territory should not have any share percentages greater than zero. It is possible to have all zero shares on an SPT that includes one or more territories. Such a record would be used to record a publisher's place in the chain of agreements.

The Shares change flag alerts the recipient that the ownership will not equal collection for this publisher chain. Usually this is because the agreements permit shares to change when the work is sub-published. The sequence number which was added in version 2.1 should run from 1 to the number of SPTs for each SPU.

The OPT record is used to record non-controlled collection. OPT records are optional and should not be treated as providing authoritative information (whether it follows an OPU or an SPU). They can be useful in making clear the total collection for a territory where shares change on sub-publication or where the territories of controlled collection vary between chains.

An OPT can follow an OPU or an SPU. An SPT can never follow an OPU in a non-controlled chain. An OPT can follow an SPT under the same SPU and an SPT can follow an OPT under the same SPU.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = SPT (Publisher Territory of Control) or OPT (publisher non-controlled collection)
Interested Party #	20	9	A	M	Submitting publisher's unique identifier for this Publisher.
Constant	29	6	A	M	Set this field equal to spaces.
PR Collection Share	35	5	N 999v99	C	Defines the percentage of the total royalty distributed for performance of the work which will be collected by (paid to) the publisher within the above Territory. It can be a range from 0 to 50.00.
MR Collection Share	40	5	N 999v99	C	Defines the percentage of the total royalty distributed for sales of CDs, Cassette Tapes, etc. in which the work is included which will be collected by (paid to) the publisher. It can be a range from 0 to 100.00.
SR Collection Share	45	5	N 999v99	C	Defines the percentage of the total royalty distributed for Synchronization rights to the work which will be collected by (paid to) the publisher. It can be a range from 0 to 100.00.

⇒ ***Version 2.0 Fields***

Inclusion/ Exclusion Indicator	50	1	L	M	This is a marker which shows whether the territory specified in this record is part of the territorial scope of the agreement or not. Possible entries are I (= territory included) and E (= territory excluded).
TIS Numeric Code	51	4	L	M	A territory within which this publisher claims the right to collect payment for performance or use of this work. These values reside in the *TIS Code Table*.
Shares change	55	1	B	O	If the shares for the writer interest change as a result of sub-publication in this territory or for a similar reason, set this field to "Y".

⇒ ***Version 2.1 Fields***

Sequence #	56	3	N	M	A sequential number assigned to each territory following an SPU.

Record Level Validation

1. If the Inclusion/Exclusion Indicator is "I", at least one of PR Collection Share, MR Collection Share, or SR Collection Share must be greater than zero. (TR)
2. Edit has been removed.
3. Edit has been removed.
4. Edit has been removed.

Version 2.0 Edits

5. Each Territory (TIS code) included on an SPT/OPT record can only be linked to one SPU/OPU for a given right. (TR)
6. For registrations to ASCAP only – The first SPT record immediately following an SPU must have the "Inclusion/Exclusion Indicator" set to "I". (TR – ASCAP only)

Field Level Validation

1. When entered, SPT records must follow an SPU, NPN or SPT record. (TR)
2. The Interested Party # must be entered and must be equal to the Interested Party # on the previous SPU record. (TR)
3. Edit has been removed.
4. Edit has been removed.
5. Edit has been removed.
6. PR Collection Share must be between 00000 (0%) and 5000 (50%). (TR)
7. MR Collection Share must be between 00000 (0%) and 10000 (100%). (TR)
8. SR Collection Share must be between 00000 (0%) and 10000 (100%). (TR)

Version 2.0 Edits

9. TIS Numeric Code must be entered and must match an entry in the TIS database. (TR)
10. Inclusion/Exclusion Indicator must be entered and must be either “E” for excluded or “I” for included. (TR)
11. If Shares change is entered, it must be set to “Y” or “N”. (FR - default – “N”)

Version 2.1 Edits

12. Sequence # must be present. (RR)
13. Sequence # must be 1 for the first SPT/OPT after an SPU/OPU, and increment by 1 for each subsequent SPT. (RR)

Version 2.2 Edits

14. When entered, OPT records must follow an SPU, NPN, SPT, OPU or OPT record. (TR)

5.9 SWR: Writer Controlled By Submitter

5.10 OWR: Other Writer

Record Description

The SWR record contains specific information on a writer controlled by the submitting publisher. Submitters will, on a best efforts basis, provide either the writer’s tax id number (e.g. Social Security Number) or their IPI Name # to ensure exact identification by representative societies.

The OWR record contains whatever information is available on writers that are not controlled by the submitting publisher.

Subsequent to each SWR record, SWT records (Writer Territory of Control) must be inserted to designate Collection Shares for the related writer within a designated territory.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = SWR (Writer Controlled by Submitter) or OWR (Other Writer)

Interested Party #	20	9	A	C	Submitting publisher's unique identifier for this Writer. This field is required for record type SWR and optional for record type OWR.
Writer Last Name	29	45	A	C	The last name of this writer. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name. This field is required for record type SWR and optional for record type OWR.
Writer First Name	74	30	A	O	The first name of this writer along with all qualifying and middle names.
Writer Unknown Indicator	104	1	F	C	Indicates if the name of this writer is unknown. Note that this field must be left blank for SWR records. For OWR records, this field must be set to "Y" if the Writer Last Name is blank.
Writer Designation Code	105	2	L	C	Code defining the role the writer played in the composition of the work. These values reside in the *Writer Designation Table*. This field is required for record type SWR and optional for record type OWR.
Tax ID #	107	9	A	O	The number used to identify this writer for domestic tax reporting.
Writer IPI Name #	116	11	L	O	The IPI Name # assigned to this writer.
PR Affiliation Society #	127	3	L	O	Number assigned to the Performing Rights Society with which the writer is affiliated. These values reside on the *Society Code Table*.
PR Ownership Share	130	5	N 999v99	O	Defines the percentage of the writer's ownership of the performance rights to the work. Within an individual SWR record, this value can range from 0 to 100.0. Note that writers both own and collect the performing right interest.
MR Society	135	3	L	O	Number assigned to the Mechanical Rights Society with which the writer is affiliated. These values reside on the *Society Code Table*.
MR Ownership Share	138	5	N 999v99	O	Defines the percentage of the writer's ownership of the mechanical rights to the work. Within an individual SPU record, this value can range from 0 to 100.0.

Field	Start	Size	Fmt	Req	Field Description
SR Society	143	3	L	O	Number assigned to the Mechanical Rights Society with which the writer is affiliated. These values reside on the *Society Code Table*.
SR Ownership Share	146	5	N 999v99	O	Defines the percentage of the writer's ownership of the synchronization rights to the work. Within an individual SPU record, this value can range from 0 to 100.0.

⇒ ***Society/Region Specific Fields***

Reversionary Indicator	151	1	F	O	Indicates writer involved in the claim. Note that this flag only applies to societies that recognize reversionary rights (for example, SOCAN).
First Recording Refusal Ind	152	1	B	O	Indicates whether the submitter has refused to give authority for the first recording. Note that this field is mandatory for registrations with the UK societies.
Work For Hire Indicator	153	1	B	O	Indicates whether or not this work was written for hire.
Filler	154	1	A	O	

⇒ ***Version 2.0 Fields***

Writer IPI Base Number	155	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.
Personal Number	168	12	N	O	The personal number assigned to this writer in the country of his/her residence.

⇒ ***Version 2.1 Fields***

USA License Ind.	180	1	L	O	Indicates that rights flow through SESAC/BMI/ASCAP/AMRA in the US.

Record Level Validation

1. Edit has been removed.
2. Unless the total writers' ownership shares is equal to 100% for each right (that is, the work is unpublished), each SWR record must be followed by at least one PWR record. (TR)
3. Edit has been removed.

Field Level Validation

1. If Record Type is equal to SWR, Interested Party # must be entered. (TR)
2. Submitters must ensure that the Interested Party # is unique within their system for both current and past controlled parties. (TR)
3. If Record Type is equal to SWR or Writer Unknown Indicator is not equal to "Y", Writer Last Name must be entered. (TR)
4. If Record Type is equal to SWR, Writer Unknown Indicator must be blank. (TR)
5. If Record Type is equal to OWR, and Writer Unknown Indicator is entered, it must be equal to Y or N (FR - default to N)
6. If Record Type is equal to OWR, and Writer Unknown Indicator is equal to "Y", Writer Last Name must be blank. (FR - default Writer Unknown Indicator to "N")
7. For SWR records, Writer Designation Code must be entered. (TR)
8. If entered, Writer Designation Code must match an entry in the Writer Designation table. (TR)
9. If entered, Writer IPI Name # must match a writer entry in the IPI database. (FR – default to spaces)
10. If entered, PR Affiliation Society # must match an entry in the Society Code table. (FR - default to spaces)
11. PR Ownership Share must be numeric. The value must also be between 00000 (0%) and 10000 (100.00%). Note that the decimal point on this field is implied and should not be present within the field. (TR)
12. If entered, MR Affiliation Society # must match an entry in the Society Code table (FR - default to spaces)
13. MR Ownership Share must be numeric. The value must also be between 00000 (0%) and 10000 (100.00%). Note that the decimal point on this field is implied and should not be present within the field (TR)
14. If entered, SR Affiliation Society # must match an entry in the Society Code table. (FR - default to spaces)
15. SR Ownership Share must be numeric. The value must also be between 00000 (0%) and 10000 (100.00%). Note that the decimal point on this field is implied and should not be present within the field. (TR)
16. If entered, Reversionary Indicator must be equal to Y, N, or U. (FR - default to spaces)

17. If entered, First Recording Refusal Ind must be equal to Y or N. (FR - default to spaces)
18. If entered, Work for Hire Indicator must be equal to 'Y' or 'N' (FR - default to spaces)
19. Edit has been removed.

Version 1.1 Edits

20. When Version equals "MOD", if Writer Designation code equal "C" or "CA" or "A" and with zero shares, there must exist another SWR with non-zero shares and Writer Designation of "AR", "TR", "SA", "SR" or "AD". (TR)
21. If entered, Tax ID must be numeric. (FR - default to zeros)

Version 2.0 Edits

22. If Writer IPI Base Number is entered, it must match an entry in the IPI database. (FR)
23. Edit has been removed.

Version 2.1 Edits

24. If USA License Ind is entered, it must match a value in the USA License Indicator table. (FR)
25. Edit has been removed.
26. Edit has been removed.
27. For Registrations to SGAE only – The Writer Unknown Indicator must not be set to "Y". (TR – SGAE only)
28. For Registrations to SGAE only – The Writer Last Name must not be set to "Unknown" or any other name indicating the Writer is not known (TR – SGAE only)
29. If entered, Writer Last Name must contain only valid ASCII characters from within the "Names" section of the allowed CIS character set. (TR)
30. If entered, Writer First Name must contain only valid ASCII characters from within the "Names" section of the allowed CIS character set. (TR)
31. For registrations to SACEM Societies only – If Record Type is OWR, the Writer Last Name must be entered, or else the Writer will be ignored. (RR – SACEM only).

5.11 NWN: Non-Roman Alphabet Writer Name

Record Description

This record identifies writer names in non-roman alphabets for this work. The language code is used to identify the alphabet. This record can be used to identify the name of the writer in the preceding SWR/OWR record.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NWN
Interested Party #	20	9	A	C	Submitting publisher's unique identifier for this Writer.
Writer Last Name	29	160	O	M	The last or single name of this writer.
Writer First Name	189	160	O	O	The first name of this writer.
Language Code	349	2	L	O	The Language code of the name – must be a valid code from the Language Code Table.

Record Level Validation

1. This record must immediately follow an SWR that refers to the writer named here. (RR)

Field Level Validation

1. Interested Party # must be entered and must match the Interested Party # of the corresponding SWR record. (RR)
2. Writer Name must be entered. (RR)
3. Language code, if entered, must be a valid code from the Language Code Table. (FR)

5.12 SWT: Writer Territory of Control

5.13 OWT: Other Writer Collection

Record Description

This record was introduced in version 2.0. The SWT record specifies collection shares for a writer and the application territory or territories for the collection shares. Note that SWT records must follow an SWR, NWN (Non-Roman Alphabet Writer Name) or another SWT record and cannot be used with OWR records. One SWT record must be used for every territory that is included or excluded. The most frequent case will be that the writer collects one share percentage for the world (2136). It often happens that a writer collects a higher percentage for his home territory only. In this case there would be an SPT with one percentage for the world; an exclude SPT for the home territory with zero percentage; and an include SPT for the home territory with the percentage collected there.

The Shares change flag alerts the recipient that the ownership will not equal collection for this writer. Usually this is because the agreements permit shares to change when the work is sub-published. The sequence number which was added in version 2.1 should run from 1 to the number of SWTs for each SWR.

The OWT record is used to record collection for non-controlled writers. OWT records are optional and should not be treated as providing authoritative information. They can be useful in making clear the total collection for a territory where shares change on sub-publication or where the territories of controlled collection vary between chains.

An OWT can follow an OWR. It can never appear in a controlled chain (that is after a SWR).

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = SWT (writer Territory of Control) or OWT (other writer collection).
Interested Party #	20	9	A	C	Submitting publisher's unique identifier for this Writer.
PR Collection Share	29	5	N 999v99	O	Defines the percentage of the total royalty distributed for performance of the work which will be collected by (paid to) the writer within the above Territory. Within an SWT record, can be a range from 0 to 100.00.
MR Collection Share	34	5	N 999v99	O	Defines the percentage of the total royalty distributed for sales of CDs, Cassette Tapes, etc. in which the work is included which will be collected by (paid to) the writer. Within an SWT record, can be a range from 0 to 100.00.

SR Collection Share	39	5	N 999v99	O	Defines the percentage of the total royalty distributed for Synchronization rights to the work which will be collected by (paid to) the writer. Within an SWT record, can be a range from 0 to 100.00.
Inclusion/ Exclusion Indicator	44	1	L	M	This is a marker which shows whether the territory specified in this record is part of the territorial scope of the agreement or not. Possible entries are I (= territory included) and E (= territory excluded).
TIS Numeric Code	45	4	L	M	A territory within which this writer has the right to collect payment for performance of this work. These values reside in the *TIS Code Table*.
Shares change	49	1	B	O	If the shares for the writer interest change as a result of sub-publication in this territory, set this field to "Y".

⇒ ***Version 2.1 Fields***

Sequence #	50	3	N	M	A sequential number assigned to each territory following an SWR or OWR

Record Level Validation

1. If the Inclusion/Exclusion Indicator is "I", at least one of PR Collection Share, MR Collection Share, or SR Collection Share must be greater than zero. (TR)
2. Each Territory (TIS code) included on an SWT record can only be linked to one SWR for a given right. (TR)
3. If the Inclusion/Exclusion Indicator is "E", all Collection Shares must be set to zero. (FR).
4. For Registrations to ASCAP only - The first SWT record immediately following an SWR must have the "Inclusion/Exclusion Indicator" set to "I". (TR - ASCAP only)

Field Level Validation

1. An SWT record must follow an SWR, NWN or SWT record. (TR)
2. For an SWT record The Interested Party # must be entered and must be equal to the Interested Party # on the previous SWR record. (TR)
3. PR Collection Share must be between 00000 (0%) and 10000 (100%). (TR)
4. MR Collection Share must be between 00000 (0%) and 10000 (100%). (TR)
5. SR Collection Share must be between 00000 (0%) and 10000 (100%). (TR)
6. TIS Numeric Code must be entered and must match an entry in the TIS database. (TR)
7. Inclusion/Exclusion Indicator must be entered and must be either "E" for excluded or "I" for included. (TR)
8. If Shares change is entered, it must be set to "Y" or "N". (FR - default – "N")

Version 2.1 Edits

9. Sequence # must be present. (RR)
10. Sequence # must be 1 for the first SWT after an SWR and increment by 1 for each subsequent SWT. (RR)

Version 2.2 Edits

11. An OWT must follow an OWR, NWN, or OWT record. (TR)
12. An OWT must not follow a SWR in a controlled chain. (TR)

13. For an OWT record the Interested Party # must be equal to the Interested Party # on the previous OWR record. Note that this can be blank (TR)

5.14 PWR: Publisher For Writer

Record Description

The PWR record is used to indicate the publisher that represents the writer designated on the previous SWR or OWR record for writers that are published (total writer ownership shares for each right are less than 100%). PWR is optional for OWR records. Use a separate PWR record to document each publisher that represents the writer.

The writer to publisher agreement numbers are recorded in the PWR. The reason is that if two or more writers for a work have an agreement with the same original publisher, it is possible to record each Society-Assigned Agreement Number / Submitter Agreement Number in the PWR record that links that writer to the original publisher. It is the society of the original publisher that assigns the society-assigned agreement number to the writer to publisher agreement. The AGR contains a Society Agreement Number that is used to link the agreement to a work registration.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = PWR (Publisher for Writer)
Publisher IP #	20	9	A	C	The publisher interested party number pointing back to the SPU/OPU record for the original publisher/income participant representing this writer.
Publisher Name	29	45	A	C	The name of the publisher indicated by the Interested Party # field.
Version 2.0 Fields					
Submitter Agreement Number	74	14	A	O	The unique number assigned to this agreement by the submitter.
Society-Assigned Agreement Number	88	14	A	O	The unique number assigned to this agreement by the society
Version 2.1 Fields					
Writer IP #	102	9	A	C	The writer interested party number pointing back to the SWR/OWR record in an explicit link.
Version 2.2 Fields					
Publisher Sequence #	111	2	N	M	Reference to publisher chain this link relates to. This allows the specific original publisher/income participant entry for this relationship to be identified.

Record Level Validation

1. Edit has been removed

Revised in Version 2.0

2. Edit has been replaced
3. Edit has been replaced

Field Level Validation

1. Edit has been replaced.
2. Edit has been replaced.

Version 2.0 Edits

3. If Submitter Agreement Number is entered, it must match the identifier for an original agreement on file with the society of the original publisher or it must match an identifier in the AGR transaction with agreement type of “OS” or “OG”. (FR - default to spaces)
4. If Society-Assigned Agreement Number is entered, it must match the identifier for an original agreement on file with the society of the original publisher. (FR - default to spaces)

Version 2.1 Edits

5. Edit has been replaced

Version 2.2 Edits

6. For registrations to MusicMark societies only - If SWR is BMI then any related publisher must be BMI or non-US PRO. If SWR is ASCAP then any related publisher must be ASCAP or non-US PRO
7. Publisher Sequence # must be entered and it must match the Publisher Sequence # of the relating Original SPU/OPU record. (TR)
8. For controlled chains (where the PWR follows an SWR) writer IP # must be entered.(TR)
9. For controlled chains (where the PWR follows an SWR) the Publisher IP # must be entered. (TR)
10. For controlled chains (where the PWR follows an SWR) the Publisher Name must be entered. (TR)
11. Writer IP # must match the Interested Party # entered on the preceding SWR/OWR record. Note this can be blank on an OWR record. (TR)
12. Publisher IP # must match the Interested Party # for the original publisher/income participant referenced by the publisher sequence # field. Note this can be blank on an OWR record. (TR)
13. Publisher Name must match the name of the original publisher/income participant referenced by the publisher sequence # field. (FR - default to the proper name referred to by the publisher sequence #). (FR)
14. For registrations to ICE Societies only – Agreement number missing on PWR (TR – ICE only)
15. For registrations to ICE Societies only – Agreement not found in ICE on quoted combination of Submitter, Assignor and Agreement number on PWR on transaction (TR – ICE only)
16. For registrations to ICE Societies only – Agreement is terminated (TR – ICE only)
17. For registrations to ICE Societies only – Agreement number on PWR does not exist in ICE (TR – ICE only)
18. For registrations to ICE Societies only – Claimed territory on transaction is not included on publisher's agreement in ICE (TR – ICE only)
19. For registrations to ICE Societies only – Original publisher on transaction does not own the quoted agreement number (TR – ICE only)

5.15 ALT: Alternate Title

Record Description

This record identifies alternate titles for this work. The language code is used to identify titles that have been translated into a language other than the original. Note that this applies to translation of the title only - not a translation of the work. Including record type VER would indicate a work translation.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = ALT (Alternate Title)
Alternate Title	20	60	A	M	AKA or pseudonym of the work title.
Title Type	80	2	L	M	Indicates the type of alternate title presented on this record. These values reside in the *Title Type Table*.
Language Code	82	2	L	C	The code representing the language that this alternate title has been translated into. These values reside in the *Language Code Table*. A language Code Must be entered if the Title Type is equal to “OL” or “AL”

Field Level Validation

1. Alternate Title must be entered. (RR)
2. Title Type must be entered and must match an entry in the Title Type table other than “OT” (Original Title). (FR - default to Alternative Title)
3. If Language Code is entered, it must match an entry in the Language Code Table. (RR)
4. The Alternate Title must contain only valid ASCII characters from within the “Titles” section of the allowed CIS character set unless the Title Type is equal to “OL” or “AL”. (RR)
5. If the Title Type is equal to “OL” or “AL”, the Alternate Title must contain only valid ASCII characters from within the “CWR National Titles” section of the allowed CIS character set. (RR).
6. If the Title Type is equal to “OL” or “AL”, Language Code must be entered. (RR)

5.16 NAT: Non-Roman Alphabet Title

Record Description

This record identifies titles in other alphabets for this work. The language code is used to identify the alphabet. This record can be used to describe the original title of a work, and it can also be used to describe alternate titles.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NAT (Non-Roman Alphabet Title)
Title	20	640	A	M	The work title in non-Roman alphabet
Title Type	660	2	L	M	Indicates the type of title presented on this record (original, alternate etc.). These values reside in the *Title Type Table*.
Language Code	662	2	L	O	The Language code of the title – must be a valid code from the Language Code Table.

Record Level Validation

1. Only one instance of this record per work can contain the title type of original title.

Field Level Validation

1. Title must be entered. (RR)
2. Title Type must be entered and must match an entry in the Title Type table. (FR - default to Alternative Title)
3. If Language Code is entered, it must match an entry in the Language Code Table. (RR)

5.17 EWT: Entire Work Title for Excerpts

Record Description

If the work being registered is an excerpt, the EWT record is used to indicate the title of the complete work from which the excerpt has been derived.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = EWT (Entire Work Title for Excerpts)
Entire Work Title	20	60	A	M	The title of the entire work from which this excerpt has been derived.
ISWC of Entire Work	80	11	A	O	The International Standard Work Code assigned to the work from which this excerpt has been derived.
Language Code	91	2	L	O	The code defining the language in which the entire was originally written. These values reside in the *Language Code Table*.
Writer 1 Last Name	93	45	A	O	Last name of the original writer/composer of the work from which this excerpt has been taken. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name.
Writer 1 First Name	138	30	A	O	First name of the original writer/composer of the work from which this excerpt has been taken.
Source	168	60	A	O	A description of the source from which the work was obtained.

⇒ ***Version 2.0 Fields***

Writer 1 IPI Name #	228	11	L	O	The IPI Name # assigned to the first writer of the entire work.
Writer 1 IPI Base Number	239	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.
Writer 2 Last Name	252	45	A	O	Last name of the second writer of this component. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name.
Writer 2 First Name	297	30	A	O	First name of the second writer of this component.
Writer 2 IPI Name #	327	11	L	O	The IPI Name # assigned to the second writer of the entire work.
Writer 2 IPI Base Number	338	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.
Submitter Work #	351	14	A	O	Number assigned to the work by the party submitting the file. This number must be unique for the submitter.

Record Level Validation

1. Only one EWT record is allowed per transaction (TR).

Field Level Validation

1. Entire Work Title must be entered. (RR)
2. If entered, the ISWC of Entire Title must be a valid ISWC. (FR - default to spaces)
3. If entered, Language Code must match an entry in the Language Code table. (FR- default to spaces)

Version 2.0 Edits

4. If entered, Writer 1 IPI Name # must match an entry for the Writer in the IPI database. (FR - default to spaces)
5. If entered, Writer 2 IPI Name # must match an entry for the Writer in the IPI database. (FR - default to spaces)
6. If entered, Writer 1 IPI Base Number must match an entry in the IPI database. (FR- default to spaces)
7. If entered, Writer 2 IPI Base Number must match an entry in the IPI database. (FR- default to spaces)
8. If entered, the Submitter Work Number must uniquely identify the work. (FR- default to spaces)
9. Entire Work Title must contain only valid ASCII characters from within the 'Titles' section of the allowed CIS character set. (RR)
10. If entered, Writer 1 Last Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)
11. If entered, Writer 1 First Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)
12. If entered, Writer 2 Last Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)
13. If entered, Writer 2 First Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)

5.18 VER: Original Work Title for Versions

Record Description

If the work being registered is a version of another work, the VER record is used to indicate the title of the original work from which the version has been derived.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = VER (Original Work Title for Versions)
Original Work Title	20	60	A	M	Original title of the work from which this version was derived.
ISWC of Original Work	80	11	A	O	The International Standard Work Code assigned to the work from which this version has been derived.
Language Code	91	2	L	O	The code defining the language in which the work was originally written. These values reside in the *Language Code Table*.
Writer 1 Last Name	93	45	A	O	Last name of the original writer/composer of the work from which this version has been derived. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name.
Writer 1 First Name	138	30	A	O	First name of the original writer/composer of the work from which this version has been derived.
Source	168	60	A	O	A description of the source from which the work was obtained.

Version 2.0 Fields

Writer 1 IPI Name #	228	11	L	O	The IPI Name number assigned to the first writer of the original work.
Writer 1 IPI Base Number	239	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.
Writer 2 Last Name	252	45	A	O	Last name of the second writer of the original work. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name.
Writer 2 First Name	297	30	A	O	First name of the second writer of the original work.
Writer 2 IPI Name #	327	11	L	O	The IPI Name number assigned to the second writer of this original work.
Writer 2 IPI Base Number	338	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.
Submitter Work #	351	14	A	O	Number assigned to the original work by the party submitting the file. This number must be unique for the submitter.

Record Level Validation

1. Only one VER record is allowed per transaction (TR).

Field Level Validation

1. Original Work Title must be entered. (RR)
2. If entered, the ISWC of Original Work must be a valid ISWC. (FR - default to spaces)
3. If entered, Language Code must match an entry in the Language Code table. (FR- default to spaces)

Version 2.0 Edits

4. If entered, Writer 1 IPI Name # must match an entry for the Writer in the IPI database. (FR - default to spaces)

5. If entered, Writer 2 IPI Name # must match an entry for the Writer in the IPI database. (FR - default to spaces)
6. If entered, Writer 1 IPI base Number must match an entry in the IPI database. (FR - default to spaces)
7. If entered, Writer 2 IPI base Number must match an entry in the IPI database. (FR - default to spaces)
8. If entered, the Submitter Work Number must uniquely identify the work. (FR - default to spaces)
9. Original Work Title must contain only valid ASCII characters from within the “Titles” section of the allowed CIS character set. (RR)
10. If entered, Writer 1 Last Name must contain only valid ASCII characters from within the “Names” section of the allowed CIS character set. (FR)
11. If entered, Writer 1 First Name must contain only valid ASCII characters from within the “Names” section of the allowed CIS character set. (FR)
12. If entered, Writer 2 Last Name must contain only valid ASCII characters from within the “Names” section of the allowed CIS character set. (FR)
13. If entered, Writer 2 First Name must contain only valid ASCII characters from within the “Names” section of the allowed CIS character set. (FR)

5.19 PER: Performing Artist

Record Description

The name of a person or group performing this work either in public or on a recording.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = PER (Performing Artist)
Performing Artist Last Name	20	45	A	M	Last name of a person or full name of a group that has performed the work on a recording or in public. Note that if the performer is known by a single name, it should be entered in this field.
Performing Artist First Name	65	30	A	O	First name associated with the performing artist identified in the previous field.
Performing Artist IPI Name #	95	11	L	O	The IPI Name # corresponding to this performing artist. Values reside in the IPI database.

Version 2.0 Field

Performing Artist IPI Base Number	106	13	L	O	The IPI base number assigned to this performing artist.

Field Level Validation

1. Performing Artist Last Name must be entered. (RR)
2. If Performing Artist IPI Name # is entered, it must match an entry on the IPI database. (FR - default to spaces)

Version 2.0 Edit

3. If Performing Artist IPI Base Number is entered, it must match an entry in the IPI database. (FR - default to spaces)
4. Performing Artist Last Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set (RR)
5. If entered, Performing Artist First Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set (RR)

5.20 NPR: Performance Data in non-roman alphabet

Record Description

This record contains either the non-roman alphabet name of a person or group performing this work either in public or on a recording, or the language/dialect of the performance. This is particularly important for Chinese dialects such as Cantonese. Performance Dialect, if entered, must be a valid code from ISO 639-2(T). (FR)

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NPR
Performing Artist Name	20	160	A	C	Name of a person or full name of a group that has performed the work on a recording or in public. Note that if the performer is known by a single name, it should be entered in this field.
Performing Artist First Name	180	160	A	O	First name of a person that has performed the work on a recording or in public. .
Performing Artist IPI Name #	340	11	L	O	The IPI Name # corresponding to this performing artist. Values reside in the IPI database.
Performing Artist IPI Base Number	351	13	L	O	The IPI base number assigned to this performing artist.
Language Code	364	2	L	O	The Language code of the name – must be a valid code from the Language Code Table.

Version 2.1 Fields

Performance Language	366	2	L	C	The language used in the performance – must be a valid code from the Language Code Table
Performance Dialect	368	3	L	C	The dialect used in the performance – must be a valid code from ISO 639-2(T) e.g. if the performance is in Mandarin, YUE Cantonese, MIN NAN or HAKKA, then use: CHN, YUH, CFR or HAK

Field Level Validation

1. Edit has been removed.
2. If Performing Artist IPI Name # is entered, it must match an entry on the IPI database. (FR - default to spaces)
3. If Performing Artist IPI Base Number is entered, it must match an entry in the IPI database. (FR - default to spaces)
4. Language code, if entered, must be a valid code from the Language Code Table. (FR)

Version 2.1 Edits

5. One of Performing Artist Name, Performance Language, or Performance Dialect must be entered. (RR)

6. Performance Language, if entered, must be a valid code from the Language Code Table. (FR)
7. Performance Dialect, if entered, must be a valid code from ISO 639-2(T). (FR)

5.21 REC: Recording Detail

Record Description

The REC record contains information on the first commercial release of the work.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = REC (Recording Detail)
Release Date	20	8	D	O	Date the work was or will be released for public consumption. This date can be a past, present, or future date.
Constant	28	60	A	O	Fill with blanks.
Release Duration	88	6	T	O	Duration of the release of the work.
Constant	94	5	A	O	Fill with blanks.

⇒ ***Version 2.0 Fields***

Album Title	99	60	A	O	The name of the album in which the work was included if the work was released as part of an album.
Album Label	159	60	A	O	Name of the organization that produced and released the album in which the release of the work was included.
Release Catalog #	219	18	A	O	Number assigned by the organization releasing the album for internal purposes such as sales and distribution tracking.
EAN	237	13	L	O	European Article Number of release (EAN-13)
ISRC	250	12	L	O	International Standard Recording Code of the recording of the work on the release (according to ISO 3901).
Recording Format	262	1	L	O	Code that identifies the content of the recording: “A” (audio), “V” (video).
Recording Technique	263	1	L	O	Identifies the recording procedure: “A” (Analogue), “D” (Digital), “U” (Unknown).

⇒ ***Version 2.1 Field***

Media Type	264	3	L	O	BIEM/CISAC code for media type.

⇒ ***Version 2.2 Field***

Recording Title	267	60	A	O	Title of the Sound Recording
Version Title	327	60	A	O	Title given to the version of the Sound Recording (for example: “remixed by”)
Display Artist	387	60	A	O	Name of the artist of the Sound Recording
Record Label	447	60	A	O	Name of the organisation that produced the Sound Recording of the work
ISRC Validity	507	20	L	C	If an ISRC is supplied, Indicates that the validity of the ISRC: *“**Y**”* is valid, *“**U**”* the link is invalid, *“**N**”* the ISRC is invalid
Submitter Recording Identifier	527	14	A	O	The submitter’s unique identifier for this recording.

Record Level Validation

1. Edit has been removed.

Field Level Validation

1. At least one of the optional fields must be entered. (RR)
2. If entered, Release Date must be a valid date. (FR - default to zeros)
3. If entered, Release Duration must be a valid combination of hours, minutes, and seconds. (FR - default to zeros)
4. Edit has been removed.
5. Edit has been removed.
6. Edit has been removed.
7. Edit has been removed.
8. Edit has been removed.

Version 2.0 Edits

9. If entered, EAN must be a valid European Article Number of release. (FR- default to spaces)
10. If entered, ISRC must be a valid International Standard Recording Code. (FR- default to spaces)
11. If entered, Recording Format must be “A” for Audio or “V” for video. (FR - default to 'A')
12. If entered, Recording Technique must be “A” for analogue, “D” for digital or “U” for unknown. (FR - default to “U”)
13. For registration to SESAC only - If the work registration contains a SESAC interest, then Recording Format, Recording Technique, EP Cassette EP CD Flag, Album CD Album Cassette Flag, Single Flag, and Twelve Inch Single Flag must be entered. (TR – SESAC only)

Version 2.1 Edits

14. If entered, the Media type must match an entry from the BIEM/CISAC list of Media Types. (FR)
15. If entered, the First Album Title must contain only valid ASCII characters from within the ‘Titles’ section of the allowed CIS character set. (FR)

Version 2.2 Edits

16. If entered, Recording Title must contain only valid ASCII characters from within the ‘Titles’ section of the allowed CIS character set. (TR)
17. If entered, Version Title must contain only valid ASCII characters from within the ‘Titles’ section of the allowed CIS character set. (TR)
18. If an ISRC is supplied, ISRC Validity must be Y, N, or U. (RR)
19. If entered, the Submitter Recording Identifier must uniquely identify the recording.(RR)

5.22 ORN: Work Origin

Record Description

The purpose of this record is to describe the origin of the work. The origin may be a library, or an audio-visual production or both. If the work originated in an AV production, additional information regarding the usage of the work within the production can be helpful. Note that the cue sheet is always the final authority for usage data. Many identifiers for the audio-visual production have been added with version 2.1 including the reference as used in the CIS tool, AV Index.

Note a Library work that is only available via the Internet will still need to have the CD Identifier field filled in. Any wording can be used in this field, such as "INTERNET".

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = ORN (Work Origin)
Intended Purpose	20	3	L	M	Indicates the type of production from which this work originated. These values reside in the *Intended Purpose Table*.
Production Title	23	60	A	C	Name of the production from which this work originated. This field is required when CWR Work Type on the NWR record equals "FM".
CD Identifier	83	15	A	C	If Intended Purpose is equal to LIB (Library Work), enter the identifier associated with the CD upon which the work appears.
Cut Number	98	4	N	O	If Intended Purpose is equal to LIB (Library Work), enter the track number on the CD Identifier where the work appears.
Version 2.1 Fields					
Library	102	60	A	C	The library from which this work originated.
BLTVR	162	1	A	O	An indication of the primary use of the work within the AV production. The definitive source for cue usage is the cue sheet.
Filler	163	25	N	O	Reserved for future use
Production #	188	12	A	O	The number generated by the production company to identify the work.
Episode Title	200	60	A	O	Title of the episode from which this work originated.
Episode #	260	20	A	O	Number assigned to the episode by the producer.
Year of Production	280	4	N	O	The year in which the production of the film or episode was completed.
AVI Key...					*The following two fields form the unique key for the audio-visual work within the AV Index.*
AVI Society Code	284	3	N	O	The Society code of the society whose audio visual work detail entry is referenced in the AV Index. These values reside on the *Society Code Table*.
Audio-Visual Number	287	15	A	O	Unique number used internally by the "owning" society to identify the audio-visual work as referenced in the AV Index.
Version 2.2 Fields					
V-ISAN					Unique identifier for audio-visual production in which this work is first used
ISAN	302	12	A	O	Root Segment

Episode	314	4	A	O	Episode or Part number
Check Digit 1	318	1	A	O	Check Character for the root and episode segment.
Version	319	8	A	O	Version Segment
Check Digit 2	327	1	A	O	Check Character for the Version Segment
EIDR	328	21	A	O	EIDR
EIDR	328	20	A	O	Root Number
Check Digit	348	1	A	O	Check Character

Record Level Validation

1. Edit has been removed.

Field Level Validation

1. Intended Purpose must be entered and must match an entry in the Intended Purpose Table. (RR)
2. Edit has been removed.
3. Edit has been removed.
4. If Intended Purpose is equal to “LIB” (Library Work), CD Identifier is required. (RR)

Version 2.0 Edit

5. If entered, Cut Number must be numeric. (FR)

Version 2.1 Edit

6. If entered, BLTVR must contain one of “B” for background, “L” for logo, or “T” for theme, “V” for visual or “R” for rolled up cues. (FR)
7. If entered, the V-ISAN must be valid. (FR)
8. If entered, Year of Production must be a valid year. (FR)
9. If entered, AVI Key must match an entry in the AV Index. (FR)
10. Production Title or Library must be entered. (RR)
11. If entered, Production Title must contain only valid ASCII characters from within the “Titles” section of the allowed CIS character set. (RR)
12. If entered, Episode Title must contain only valid ASCII characters from within the “Titles” section of the allowed CIS character set. (FR)
13. If Intended Purpose is equal to “FIL” or “TEL” then a Production Title must be entered (TR).

Version 2.2 Edit

14. If entered, the V-ISAN must be valid. (FR)
15. If Entered, The EIDR must be valid. (FR)

5.23 INS: Instrumentation Summary

Record Description

The INS record provides information on standard and non-standard instrumentation for serious works. If the Musical Work Distribution Category is SER then instrumentation detail is required using one or more Standard Instrumentation Type, one or more IND records, or one Instrumentation Description. The Instrumentation Description is the least desirable, and should be used only if the other fields are not available. It is possible to use both a Standard Instrumentation Type and one or more IND records to describe, for example, a wind quintet and a piano. It is also possible to use both one or more Standard Instrumentation Type and one or more IND records to describe, for example, a work written for two wind quintets and two pianos.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = INS (Instrumentation Summary)
Number of Voices	20	3	N	O	Indicates the number of independent parts included in this work.
Standard Instrumentation Type	23	3	L	C	Describes instrumentation if standard instrumentation is used on this work. Note that this field is required if IND records are not entered and if Instrumentation Description is blank. These values reside in the *Standard Instrumentation Table*.
Instrumentation Description	26	50	A	C	Describes instrumentation if non-standard instrumentation is used on this work. Note that this field is required if IND records are not entered and if Standard Instrumentation Type is blank.

Record Level Validation

1. Edit has been removed.
2. Edit has been removed.
3. Edit has been removed.
4. Edit has been removed.
5. Edit has been removed.

Version 2.1 Edit

6. Edit has been removed.
7. If Standard Instrumentation Type and/or IND records exist, the Instrumentation Description will be ignored. (FR)

5.24 IND: Instrumentation Detail

Record Description

⇒ The IND record provides information on standard instruments or voices for serious works. If the Musical Work Distribution Category is SER then instrumentation detail is required using one or more INS records as well as IND records to describe the individual instruments (if any).

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = IND (Instrumentation Detail)
Instrument Code	20	3	L	M	Indicates the use of a specific instrument in this version of instrumentation. These values reside in the *Instrument Table*.

Number of Players	23	3	N	O	Indicates the number of players for the above instrument

Record Level Validation

1. If provided, IND records must follow an INS or IND record. (RR)

Field Level Validation

1. Instrument Code must be entered and must match an entry in the Instrument Table. (RR)
2. Number of Players must be numeric. (RR)

5.25 COM: Component

Record Description

If the work being registered is a composite work, the COM record will identify an individual component of the composite.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = COM (Composite Component)
Title	20	60	A	M	The title of the original work from which a portion was taken and included in the composite work.
ISWC of Component	80	11	A	O	The International Standard Work Code assigned to the original work from which a portion was taken and included in this composite work.
Submitter Work #	91	14	A	O	The number that the submitting party uses to refer to this composite component.
Duration	105	6	T	O	The duration of this composite component.
Writer 1 Last Name	111	45	A	M	Last name of the first writer of this component. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name.
Writer 1 First Name	156	30	A	O	First name of the first writer of this component.
Writer 1 IPI Name #	186	11	L	O	The IPI Name number assigned to the first writer of this component.
Writer 2 Last Name	197	45	A	O	Last name of the second writer of this component. Note that if the submitter does not have the ability to split first and last names, the entire name should be entered in this field in the format *"Last Name, First Name"* including the comma after the last name.
Writer 2 First Name	242	30	A	O	First name of the second writer of this component.
Writer 2 IPI Name #	272	11	L	O	The IPI Name number assigned to the second writer of this component.

⇒ ***Version 2.0 Fields***

Writer 1 IPI Base Number	283	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.
Writer 2 IPI Base Number	296	13	L	O	The IPI base number assigned to this writer. These values reside in the IPI database.

Record Level Validation

1. COM records can only be entered for works where the Composite Type is entered. (RR)

Field Level Validation

1. Title must be entered. (RR)
2. If entered, the ISWC of Component must be a valid ISWC. (FR - default to blank)
3. If entered, Duration must consist of a valid combination of hours, minutes, and seconds. (FR - default to zeros)
4. Writer 1: Last Name must be entered. (RR)
5. If entered, Writer 1 IPI Name # must match an entry for the Writer in the IPI database. (FR - default to spaces)
6. If entered, Writer 2 IPI Name # must match an entry for the Writer in the IPI database. (FR - default to spaces)
7. Writer 2 Last Name is required if Writer 2 First Name is entered. (FR - default both names to blank)

Version 2.0 Edits

8. If entered, Writer 1 IPI base Number must match an entry in the IPI database. (FR- default to spaces)
9. If entered, Writer 2 IPI base Number must match an entry in the IPI database. (FR- default to spaces)
10. If entered, the Submitter Work Number must uniquely identify the work. (FR- default to spaces)
11. Title must contain only valid ASCII characters from within the 'Titles' section of the allowed CIS character set. (RR)
12. If entered, Writer 1 Last Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)
13. If entered, Writer 1 First Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)
14. If entered, Writer 2 Last Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)
15. If entered, Writer 2 First Name must contain only valid ASCII characters from within the 'Names' section of the allowed CIS character set. (FR)

5.26 MSG: Message

Record Description

MSG records are used to communicate the results of validation on individual transactions back to the transaction's originator. A table of messages used for CWR can be found in the CWR website. The table contains all of the messages in this format. The message texts in the table have been reworded to make them more easily understood, but the content is the same as in this manual. The combination of Record Type, Message Level and Validation Number can be used to reference the error in this document. Message Type provides you with the severity of the error. For example, if Message Type is equal to T, then the entire work registration has been rejected.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = MSG (Message)
Message Type	20	1	L	M	Indicates whether this information is a warning, error, or for information only. Values are F = Field Rejected, R = Record Rejected, T = Transaction Rejected, G = Group Rejected, E = Entire File Rejected
Original Record Sequence #	21	8	N	M	The Record Sequence Number within the transaction associated with this acknowledgment that caused the generation of this message.
Record Type	29	3	A	M	The record type within the original transaction that caused generation of this message.
Message Level	32	1	L	M	The level of editing that was responsible for generation of this message. Values are E = Entire File, G = Group, T = Transaction, R = Record, F = Field.
Validation Number	33	3	A	M	Identifies the specific edit condition that generated this message. Note that the combination of Record Type, Message Level, and Validation Number points back to a condition within this document.
Message Text	36	150	A	M	The text associated with this message.

Field Level Validation

1. Message Type must be entered and must be equal to “F”, “R”, “T”, “G” or “E”. (TR)
2. Original Record Sequence # must correspond to a value contained within the transaction that caused the generation of this message. (TR)
3. Message Level must be equal to “F”, “R”, “T”, “G” or “E”. (TR)
4. Message Text must be entered and must correspond to the validation referenced by Record Type, Message Level, and Validation Number within this document. (TR)

Version 2.0 Edits

5. Record Type must be entered, and must correspond to the record being validated. (TR)
6. Validation Number must be entered and must refer to a validation in this document. (TR)

Note that the size of the Original Sequence Number has increased in version 2.0.

5.27 NET: Non-Roman Alphabet Entire Work Title for Excerpts

5.28 NCT: Non-Roman Alphabet Title for Components

5.29 NVT: Non-Roman Alphabet Original Title for Version

Record Description

This record identifies titles in other alphabets for this work. The language code is used to identify the alphabet. This record can be used to describe the original title of a work, and it can also be used to describe alternate titles.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NET/NCT/NVT (Non-Roman Alphabet Entire Work Title for Excerpts/ Non-Roman Alphabet Title for Components/ Non-Roman Alphabet Original Title for Versions)
Title	20	640	A	M	The title in non-Roman alphabet.
Language Code	660	2	L	O	The Language code of the title – must be a valid code from the Language Code Table.

Record Level Validation

1. If Record Type is NET, this record must contain the title for the work described in the immediately preceding EWT. (RR)
2. If Record Type is NCT, this record must contain the title for the component described in the immediately preceding COM record. (RR)
3. If Record Type is NVT, this record must contain the title for the work described in the immediately preceding VER record. (RR)

Field Level Validation

1. Title must be entered. (RR)
2. If Language Code is entered, it must match an entry in the Language Code Table. (RR)

5.30 NOW: Non-Roman Alphabet Other Writer Name

Record Description

This record identifies writer names in non-roman alphabets for the work named in an EWT (entire work for an excerpt), VER (original work for a version), or COM (component) record. The language code is used to identify the alphabet.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = NOW
Writer Name	20	160	O	M	The last or single name of this writer.
Writer First Name	180	160	O	M	The first name of this writer.
Language Code	340	2	L	O	The Language code of the name – must be a valid code from the Language Code Table.
Writer Position	342	1	L	O	The position of the writer in the corresponding EWT, VER, or COM record

Record Level Validation

1. This record must follow an EWT, VER, COM, NET, NCT, NVT that refers to a work written by the writer named here. (RR)

Field Level Validation

1. Writer Name must be entered. (RR)
2. Language code, if entered, must be a valid code from the Language Code Table. (FR)

3. Writer Position, if entered, must be either “1” or “2”. (FR – default to “1”)

5.31 ARI: Additional Related Information

Record Description

This record may contain specific information or general information. The Work # is used to relate the work being registered to an entry in an unidentified performance/use list, or to correct a work referenced in a cue sheet, web site, etc. The free-text note contains general information addressed to one or all societies. It may be used for important information concerning the work registration. Societies are not obliged to process ARI records, even if the note is addressed to them. The note field should be used sparingly.

Record Format

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = ARI (Additional Related Information)
Society #	20	3	L	M	Number assigned to the Society to which the Note is addressed. These values reside Society Code Table. If the note is addressed to all societies that use the ARI record, use “000”.
Work #	23	14	A	C	The Society work # that relates to this registration. It may have been found on an unidentified list, or a website etc.
Type of Right	37	3	L	M	Indicates that this information relates to performing rights, mechanical rights, sync. rights or all rights (ALL)
Subject Code	40	2	L	C	Subject of the ARI.
Note	42	160	A	C	Free text field pertaining to the type of right and subject specified above.

Record Level Validation

1. Either Work # or Note must be entered. (RR)

Field Level Validation

1. Society # must be entered and must match an entry in the Society Code table or “000”. (RR)
2. Type of right must be entered and must be a valid right or “ALL” for all. (RR)
3. Subject Code must be entered if Note is not blank, and must match an entry in the Subject Code table. (RR)

5.32 XRF: Work ID Cross Reference

Record Description

This Record contains identifiers issued by any organisation including but not limited to the intended recipient of the file (though the principle work identifier should still be provided in NWR, ACK, REV and other headers).

Field	Start	Size	Fmt	Req	Field Description
Record Prefix	1	19	A	M	Set Record Type = XRF (Work ID Cross Reference)
Organisation Code	20	3	L	M	Number assigned to the Organisation (e.g. Society, publisher, DSP etc...) which generated the Work Code. These values reside in the *Transmitter Code Table*, or can be “**ISW**” for ISWC or “**ISR**” for ISRC. *Note: Do not use “000”or “099”.*

Identifier	23	14	A	M	An identifier that relates to this work Transaction.
Identifier Type	37	1	L	M	The type of identifier (*"**W**"* for Work, *"**R**"* for Recording, *"**P**"* for Product, *"V"* for Video)
Validity	38	1	F	M	Indicates whether the Identifier is valid or not:*"**Y**"* is valid, *"**U**"* the link is invalid, *"**N**"* the identifier is invalid

Field Level Validation

1. Organisation Code must be entered and must match an entry in the Transmitter Code Table. (RR)
2. Identifier Type must be entered and must be equal to W, R, or P. (RR)
3. Validity Indicator must be entered and must be equal to Y, N or U. (RR)

6 CWR Data Structure

6.1 Definition of CWR using BNF

BNF is an acronym for "Backus Naur Form". John Backus and Peter Naur introduced for the first time a formal notation to describe the syntax of a given language. Since then, almost every author of books on new programming languages used it to specify the syntax rules of the language. It is also used to describe data structures and interface construction. When applied rigorously, it provides an unambiguous definition of what is valid (and by implication, what is not).

BNF is a way of defining structures algebraically. It uses a small number of symbols as defined in the following table:

Symbol	Meaning
< >	Identifier: a name for something being defined or referenced. In practice, many now use bold text to denote an identifier, normal text for text that is to be used literally
::=	Is defined as
|	Or
[]	Optional statement
{}	Repetitive Items

BNF is used below to describe the composition of a CWR file, with its headers and transactions, in a clear unambiguous way.

CWR_File ::= HDR_Transmission_Header
{Group_Info}
TRL_Transmission_Trailer

Group_Info ::= GRH_Group_Header
{Transaction_Info}
GRT_Group_Trailer

Transaction_Info ::= AGR | NWR | REV | | ISW | ACK

AGR_Transaction ::= AGR_Transaction_Record
{Territory_Information}

Territory_Information ::= {TER_Territory}
{Assignor_Information}
{Acquirer_Information}

Assignor_Information ::= IPA_Interested_Party_of_Agreement
[NPA_Non-Roman_Alphabet_Agreement_Party_Name]

Acquirer_Information ::= IPA_Interested_Party_of_Agreement
[NPA_Non-Roman_Alphabet_Agreement_Party_Name]

ACK_Transaction ::= ACK_Transaction_Record
[{MSG_Records}] (precedes record pertaining to message)
AGR | NWR [EXC]| REV [EXC]

NWR_Transaction ::= NWR_Transaction_Record
[{Controlled_Publisher_Info}]
[{Other_Publisher_Information}]
[{Controlled_Writer_Information}]
[{Other_Writer_Information}]
[{ALT_Alternate_Title}]
[NAT_Non-Roman_Alphabet_Title]
[Information_for_Excerpts]
[Information_for_Versions] [{PER_Performing_Artist}]
[{NPR_Performing Artist_in_Non-Roman_Alphabet}]
[REC_Recording_Information]
[ORN_Work_Origin]
[{Instrumentation_Information}]
[{Information_for_Components }]
[{ARI_Additional_Related_Information}]
[{XRF_Work ID Cross Reference }]

Controlled_Publisher_Information::= Original_Publisher_Information
[{Administrator_Information}]
[{Subpublisher_Information}]
[{SPU_Income_Participant_Publisher}]

Original_Publisher_Information::= SPU_Original_Publisher | SPU_Income_Participant_Publisher
[NPN_Non-Roman_Alphabet_Publisher Name]
[{SPT_Territory_of_Control}]
[{OPT_Non_Controlled_Collection}]

Administrator_Information ::= SPU_Administrator
[NPN_Non-Roman_Alphabet_Publisher Name]
[{SPT_Territory_of_Control}]
[{OPT_Non_Controlled_Collection}]

Subpublisher_Information ::= SPU_Subpublisher
[NPN_Non-Roman_Alphabet_Publisher Name]
[{SPT_Territory_of_Control}]
[{OPT_Non_Controlled_Collection}]

Other_Publisher_Information::= OPU_Other_Publisher
[NPN_Non-Roman_Alphabet_Publisher Name]
[{OPT_Non-Controlled_Collection}]

Controlled_Writer_Information::= SWR_Controlled_Writer | SWR_Income_Participant_Writer
[NWN_Non-Roman_Alphabet_Writer Name]
[{SWT_Writer_Territory_of_Control}]
{PWR_Publisher_for_Writer}

Other_Writer_Information::= OWR_Other_Writer | OWR_Other_Participant_Writer

		[NWN_Non-Roman_Alphabet_Writer Name [{OWT_Other_Writer_Territory_of_Control}] {PWR_Publisher_for_Writer}
Instrumentation_Information	::=	INS_Instrumentation_Summary [{IND_Instrumentation_Detail}]
Information_for_Excerpts	::=	EWT_Entire_Work_Title_for_Excerpts
		[NET_Non-Roman_Alphabet_Title_for_Excerpts]
		[{NOW_Non-Roman_Alphabet_Other_Writer_Name]]
Information_for_Versions	::=	VER_Original_Work_Title_for_Versions [NVT_Non-Roman_Alphabet_Original_Title_for_Versions]
		[{NOW_Non-Roman_Alphabet_Other_Writer_Name]]
Information_for_Components	::=	COM_Component
		[NET_Non-Roman_Alphabet_Title_for_Components]
		[{NOW_Non-Roman_Alphabet_Other_Writer_Name]]

Note: that the BNF definitions for REV, EXC, and ISW are the same as for NWR.

6.2 File skeleton sent from publisher to societies

This skeleton shows a combination of detail records that can be used in the various transactions.

```
HDR                                     Transmission Header
    GRH                                 Group Header
        AGR                             Agreement Transaction
            TER                         Territory
            IPA                         Assignor
            IPA                         Acquirer
        AGR                             Agreement Transaction
            TER                         Territory
            TER                         Territory
            IPA                         Assignor
            IPA                         Acquirer
            IPA                         Acquirer
        …
    GRT                                 Group Trailer
    GRH                                 Group Header
        NWR                             New Work Registration Transaction
            SPU                         Original Publisher
            SPT                             Territory of Control
            SPT                             Territory of Control
            OPT                             Publisher non-controlled collection
            OPT                             Publisher non-controlled collection
            SPU                         Administrator
            SPT                             Territory of Control
            SPT                             Territory of Control
            OPT                             Publisher non-controlled collection
            OPT                             Publisher non-controlled collection
            SPU                         Sub-publisher
            SPT                             Territory of Control
            SPT                             Territory of Control
            OPT                             Publisher non-controlled collection
            OPT                             Publisher non-controlled collection
```

			OPU		Other Publisher
			OPT		Publisher non-controlled collection
			OPT		Publisher non-controlled collection
			SWR		Writer
			SWT		Territory of Control
			SWT		Territory of Control
			PWR		Publisher for Writer
			OWR		Other Writer
			OWT		Other writer collection
			OWT		Other writer collection
			PWR		Publisher for Writer
			ALT		Alternate Title
			EWT		Entire Work Title for Excerpt
			VER		Original Work Title for Versions
			PER		Performing artist
			PER		Performing artist
			REC		Recording Detail
			REC		Recording Detail
			ORN		Work Origin
			INS		Instrumentation Summary
			IND		Instrumentation Detail
			IND		Instrumentation Detail
			COM		Component
			COM		Component
		NWR			New Work Registration Transaction
		…			Detail Records as described above
		NWR			New Work Registration Transaction
		…			Detail Records
	GRT				Group Trailer
	GRH				Group Header
		REV			Revised work registration Transaction & detail records- as for NWR
		REV			Revised work registration Transaction & detail records
		…			
	GRT				Group Trailer
TRL					Transmission Trailer

6.3 File skeleton sent from society to publisher

HDR					Transmission Header
	GRH				Group Header
		ACK			Acknowledgement Transaction
			MSG		Message - precedes record of NWR/REV to which it refers
			AGR		Agreement Information including detail records sent by publisher - may have supplemental data
		ACK			Acknowledgement Transaction
			AGR		Agreement Information
		….			
	GRT				Group Trailer
	GRH				Group Header
		ACK			Acknowledgement Transaction
			MSG		Message - precedes record of NWR/REV to which it refers
			NWR		Work registration including detail records sent by publisher - may have supplemental data
				EXC	Notification of work in conflict (if any)

```
            ACK                         Acknowledgement Transaction
                MSG                     Message
                NWR                     Work registration
            …
    GRT                                 Group Trailer

    GRH                                 Group Header
            ACK                         Acknowledgement Transaction
                MSG                     Message - precedes record of NWR/REV to which it refers
                REV                     Work registration including detail records sent by publisher - may
                                        have supplemental data
                        EXC             Notification of work in conflict (if any)
            ACK                         Acknowledgement Transaction
                MSG                     Message
                REV                     Work registration
            …
    GRT                                 Group Trailer

    GRH                                 Group Header
            ISW                         ISWC Notification Transaction & detail records - as for NWR
            ISW                         ISWC Notification Transaction & detail records
            …
    GRT                                 Group Trailer
TRL                                     Transmission Trailer
```

Note: The groups are shown in one file in this skeleton, but it is possible to have only one group per file.

6.4 File skeleton containing Non-Roman Alphabet Records

This skeleton shows a sample of the records that can be used to register works containing non-Roman alphabet data.

```
HDR                                     Transmission Header
    GRH                                 Group Header
            AGR                         Agreement Transaction
                TER                     Territory
                IPA                     Assignor
                NPA                     Assignor Name in Non-Roman Alphabet
                IPA                     Acquirer
            AGR                         Agreement Transaction
                TER                     Territory
                TER                     Territory
                IPA                     Assignor
                IPA                     Acquirer
                NPA                     Acquirer Name in Non-Roman Alphabet
                IPA                     Acquirer
                NPA                     Acquirer Name in Non-Roman Alphabet
            …
    GRT                                 Group Trailer
    GRH                                 Group Header
            NWR                         New Work Registration Transaction
                SPU                     Original Publisher
                NPN                         Original Publisher Name in Non-Roman Alphabet
                SPT                             Territory of Control
                SPT                             Territory of Control
                OPT                             Publisher non-controlled collection
                OPT                             Publisher non-controlled collection
```

			SPU	Administrator
			SPT	Territory of Control
			SPT	Territory of Control
			OPT	Publisher non-controlled collection
			OPT	Publisher non-controlled collection
			SPU	Sub-publisher
			SPT	Territory of Control
			SPT	Territory of Control
			OPT	Publisher non-controlled collection
			OPT	Publisher non-controlled collection
			OPU	Other Publisher
			OPT	Publisher non-controlled collection
			OPT	Publisher non-controlled collection
			SWR	Writer
			NWN	Original Writer Name in Non-Roman Alphabet
			SWT	Territory of Control
			SWR	Territory of Control
			PWR	Publisher for Writer
			PWR	Publisher for Writer
			OWR	Other Writer
			OWT	Other writer collection
			OWT	Other writer collection
			PWR	Publisher for Writer
			PWR	Publisher for Writer
			ALT	Alternate Title
			NAT	Non-Roman Alphabet MainTitle
			NAT	Non-Roman Alphabet AlternateTitle
			EWT	Entire Work Title for Excerpt
			NET	Entire Work Title in Non-Roman Alphabet for Excerpt
			NOW	Other Writer Name in Non-Roman Alphabet for Excerpt
			NOW	Other Writer Name in Non-Roman Alphabet for Excerpt
			NPR	Performing artist in Non-Roman Alphabet
			NPR	Performing artist in Non-Roman Alphabet
			INS	Instrumentation Summary
			IND	Instrumentation Detail
			IND	Instrumentation Detail
		NWR		New Work Registration Transaction
		…		
	GRT			Group Trailer
TRL				Transmission Trailer

7 Society-Specific Edits

The following section lists all of the society-specific edits that appear throughout this specification.

7.1 ABRAMUS and UBC

NWR Transaction Level Validation Rules 40

40. For registrations to ABRAMUS and UBC only – all SPU records for final Sub-Publisher's collecting shares in the territory of Brazil must include the start date of the sub-publishing agreement in the Society-assigned Agreement Number field. The date should be left-justified in the format YYYYMMDD, and the rest of the field should be left blank. Invalid dates will be rejected. (TR – ABRAMUS and UBC only)

7.2 ASCAP

NWR Transaction Level Validation Rules 28 & 29

28. Edit Removed
29. Edit Removed

SPT Record Level Validation Rule 6

6. For registrations to ASCAP only – The first SPT record immediately following an SPU must have the 'Inclusion/Exclusion Indicator' set to 'I'. (TR – ASCAP only)

SWT Record Level Validation Rule 4

4. For Registrations to ASCAP only - The first SWT record immediately following an SWR must have the 'Inclusion/Exclusion Indicator' set to 'I'. (TR - ASCAP only)

SPU Record Level Validation Rule 9, 13 &14

9. For Registrations to ASCAP only – Where there is an ASCAP Original publisher there must be a collection territory that includes the United States within that chain of title. (TR – ASCAP only)
13. For registration ASCAP only – If the original publisher belongs to ASCAP then the sub-publisher or administrator in the chain for the US cannot belong to BMI or SESAC. (TR – ASCAP only)
14. For registration ASCAP only – If the original publisher belongs to BMI or SESAC then the sub-publisher or administrator in the chain for the US cannot belong to ASCAP. (TR – ASCAP only)

7.3 BMI

NWR Field Level Validations Rule 21

21. If Musical Work Distribution Category is equal to "JAZ" and BMI is represented on the work, duration must be greater than zero (TR – BMI only)

7.4 GEMA

NWR Field Level Validation Rules 26, 27 & 28

26. Edit Removed
27. Edit Removed
28. For registrations to GEMA only - If an ISWC number is entered and is part of the GEMA number block then that number must already be registered by GEMA. (FR –GEMA only – Replace with spaces).

SPU Field Level Validation Rules 33 & 34

33. For registrations to GEMA only - If Agreement Type is equal to "PS", the Submitter Agreement Number must be entered and must match an entry in a corresponding AGR-record. (TR - GEMA only)
34. For registrations to GEMA only – If Record Type is equal to "SPU" and Publisher Type is equal to "SE", an Agreement Type must be entered. (TR – GEMA only).

NWR Transaction Level Validation Rules 30 & 31

30. For registrations to GEMA only - A work transaction must contain at least one SPU with either "PR Affiliation society" or "MR Affiliation society" set to 035 (GEMA), otherwise the work will be rejected with the transaction status set to "NP" (TR – GEMA only).

31. For registrations to GEMA only – If all the Writer's Last Names are entered as "DP" (i.e. Public Domain), then the work will be rejected with Transaction Status "NP". (TR – GEMA only).

NWR Field Level Validation Rules 26 & 27

26. Edit Removed
27. Edit Removed

7.5 Harry Fox

NWR Transaction Level Validation Rule 32

32. For registrations to Harry Fox only – A transaction must contain at least one SWR record (TR – Harry Fox only).

7.6 ICE Societies

NWR Transaction Level Validation Rule XX and XX

1. For registrations to ICE Societies only – If writer designation code AR on work, a different writer's designation code must be C or CA (TR – ICE only)
2. For registrations to ICE Societies only – If writer designation code SA on work, a different writer's designation code must be A or CA (TR – ICE only)

SPU Transaction Level Validation Rule XX, XX, XX, XX and XX

1. For registrations to ICE Societies only – Agreement number missing on SPU (TR – ICE only)
2. For registrations to ICE Societies only – Agreement not found in ICE on quoted combination of Submitter, Assignor and Agreement number on SPU on transaction (TR – ICE only)
3. For registrations to ICE Societies only – Agreement is terminated (TR – ICE only)
4. For registrations to ICE Societies only – Agreement number on SPU does not exist in ICE (TR – ICE only)
5. For registrations to ICE Societies only – Claimed territory on transaction is not included on publisher's agreement in ICE (TR – ICE only)

PWR Transaction Level Validation Rule XX, XX, XX, XX, XX and XX

1. For registrations to ICE Societies only – Agreement number missing on PWR (TR – ICE only)
2. For registrations to ICE Societies only – Agreement not found in ICE on quoted combination of Submitter, Assignor and Agreement number on PWR on transaction (TR – ICE only)
3. For registrations to ICE Societies only – Agreement is terminated (TR – ICE only)
4. For registrations to ICE Societies only – Agreement number on PWR does not exist in ICE (TR – ICE only)
5. For registrations to ICE Societies only – Claimed territory on transaction is not included on publisher's agreement in ICE (TR – ICE only)
6. For registrations to ICE Societies only – Original publisher on transaction does not own the quoted agreement number (TR – ICE only)

7.7 MusicMark

NWR Field Level Validations Rule nn

22. If SWR is BMI then any related publisher must be BMI or non-US PRO. If SWR is ASCAP then any related publisher must be ASCAP or non-US PRO (TR- MusicMark only)

7.8 SACEM

NWR Transaction Level Validation Rule 41

41. For registrations to SACEM only - A work transaction must contain at least one SPU with either "PR Affiliation society" or "MR Affiliation society" set to 058 (SACEM), otherwise the work will be rejected with the transaction status set to "NP". (TR – SACEM only).

NWR Field Level Validation Rule 29

29. For registrations to SACEM only - If an ISWC number is entered and is part of the SACEM number block then that number must already be registered by SACEM. (FR – SACEM only – Replace with spaces).

SPU Field Level Validation Rules 38 & 39

38. For registrations to SACEM only – If Record Type is equal to "SPU" and Publisher Type is equal to "SE", an Agreement Type must be entered. All SPU records for final Sub-Publishers in the FR must supply pre-notified Society-assigned Agreement Number. (TR – SACEM only).

39. For registrations to SACEM Societies only – If the publisher is a SACEM member and the Society-Assigned Agreement Number is entered, it must match an agreement number on file with the SACEM Society. (TR – SACEM only).

Note for rule 39: The first 7 characters must be used for the Society Agreement Number linking the Original Publisher to the Administrator. The last 7 characters must be used for the Society Agreement Number linking the administrator to the Sub Publisher. (PG)

46. For registrations to SACEM only: The IPI-name-number provided for the Original Publisher SPU must be equal to the assignor IPI-name-number for the agreement represented by the first 7 characters of the Society Provided Agreement Number.

47. For registrations to SACEM only: The IPI-name-number provided for the Sub-Publisher SPU must be equal to the assignee IPI-name-number for the agreement represented by the last 7 characters of the Society Provided Agreement Number.

SWR/OWR Field Level Validation Rule 31

31. For registrations to SACEM Societies only – If Record Type is OWR, the Writer Last Name must be entered, or else the Writer will be ignored (RR – SACEM only).

7.9 SESAC

REC Transaction Level Validation Rule 13

13. If the work registration contains a SESAC interest then Recording Format, Recording Technique, EP Cassette EP CD Flag, Album CD Album Cassette Flag, Single Flag, and Twelve Inch Single Flag must be entered. (TR – SESAC only)

7.10 SGAE

NWR Transaction Level Validation Rule 35, 36, 37 & 38

35. For registrations to SGAE only - All SPU records for Spanish sub-publishers must include a Society-assigned Agreement Number, or a Specific agreement must already have been notified to SGAE (TR – SGAE only)
36. For Registrations to SGAE only - For SGAE territories, the total Ownership shares of non-controlled right-owners (OPUs and OWRs) and the Collection shares of controlled right-owners (SPTs and SWTs) must equal 100% for each right. Note that a tolerance of plus or minus 00006 (0.06%) is allowed (TR – SGAE only)
37. For Registrations to SGAE only - For SGAE territories, the total of PR Ownership shares of Non-Controlled publishers (OPUs) and the PR Collection shares of controlled publishers (SPTs) must be less or equal to 50%. Note that a tolerance of plus or minus 00006 (0.06%) is allowed (TR – SGAE only)
38. NWR Transaction Level Validation Rule: For registrations to SGAE only – If all the Writers are Public Domain, then the work will be rejected (TR – SGAE only)
39. Part of the agreements hierarchy missed. There is no agreements link registered (notified) between original publisher and the submitter of the work (TR – SGAE only).
40. The sub-publisher of the work is not the registered (notified) for the original publisher (TR – SGAE only).
41. The shares for the sub-publisher are different from the shares registered (notified) in the agreement (TR – SGAE only).

SPU Record Level Validation Rules 11 & 12

11. For registrations to SGAE only - SPU records for final Sub-Publishers with SGAE interest must include a pre-notified Society-assigned Agreement number unless the Agreement Type field is set to “OS” or “PS”. (TR – SGAE only)
12. For registrations to SGAE only - If the record is of SGAE interest then it must include an Agreement Type. (TR – SGAE only)

SWR Field Level Validation Rules 27 & 28

27. For Registrations to SGAE only – The Writer Unknown Indicator must not be set to “Y”. (TR – SGAE only)
28. For Registrations to SGAE only – The Writer Last Name must not be set to “Unknown” or any other name indicating the Writer is not known. (TR – SGAE only)

7.11 SIAE

NWR Transaction Level Validation Rule 42

3. For registration SIAE only – There must be at least one writer designation code of C or CA on a transaction. (TR – SIAE only)

8 Previous Revisions

Number of revision	Date	Main modifications
2.2R2	09/2019	➢ Update to transmission header record to account for IPI Name Numbers (IPNN) greater than 9 digits. ➢ OPU validation updates. ➢ GRH record version number update. ➢ MSG record example removal. ➢ Addition of missing XREF record in Transaction Format table and file skeletons. ➢ Update to XRF field description for Organisation Code.
2.2R1	04/2017	➢ Correction of missing edit PWRF006 and renumbering the edits below.
2.2	05/2015