



## Production Forms Requirements Instructions

The Contestants competing in MAROTeen State Pageant will NOT have to reserve their talent selection. The Contestant that is crowned Miss Arkansas' Outstanding Teen will be required to reserve her talent music immediately after the State Pageant. You and the Miss Arkansas' Outstanding Teen Executive Director will complete the national form. Read each form carefully and follow all directions. Complete all forms.

EMAIL YOUR MUSIC TO: [missarmusic@gmail.com](mailto:missarmusic@gmail.com) before April 1, 2017

**Talent Music:** As announced last year, the original master recording is permitted for use without any alteration. Because alterations are not permitted to the master recording, karaoke versions are acceptable. However, a karaoke version cannot include mash-ups or any portion of an original master. To clarify, mash-ups, modified tracks with additional instruments or vocals from, or added to the original master are not permitted. FYI: Many resources will provide music and all release information required by MAROTeen. Check with your ED or State ED if you need names of various resources that work with contestants and provide all music and information to meet the requirements.

**Form 12- Accompaniment Music Track Musician/Engineer/Producer Permission Release:** permission is required by each person involved in the production of the accompaniment —music arranger, producer, musicians, background singers, and recording engineer. Form 17 states that they grant MAROTeen permission to use the accompaniment music for live on-stage performance or broadcast. Written permission from all persons involved in the recording of your talent accompaniment is mandatory.

Form 17: Detailed Talent Information: contains required additional details on your talent performance and accompaniment music. We must have this information collected and placed in your contestant packet.

**Accompaniment CD: Email you music to: [missarmusic@gmail.com](mailto:missarmusic@gmail.com) before April 1, 2017** with the music release FORM 12. **Place ONE (1) CD of your talent music in your contestant packet** labeled with Name, Title, and Title of the Music. When you draw your grouping and number place that on your CD and put back in your packet. **NO CHANGES TO MUSCI AFTER APRIL 1, 2017.**

**Lyrics, Dialogue and Backup Lyrics on Accompaniment CD:** if you are singing or speaking, one (1) copy of your lyrics, any backup lyrics and/or dialogue is required to be packet. Regardless of the talent performed, the background CD may not have voices, instruments, or other noises, which mimic the talent of the contestant. For example: a vocalist may have background vocals with "oohs and aahs" but may not have a CD containing any background lyrics or a voice singing the melody line for the contestant to sing along with. A tap dancer cannot have tap sounds in the background.



**Original Written Material Permission Letters:** if you have written the material for your performance, we must receive one copy of a letter granting the Miss Arkansas Outstanding Teen Pageant permission to use your material for live on-stage performance(s) and to broadcast.

**Copyright Permission Letters:** you must research and obtain the necessary clearance from the copyright owner for any talent using a literary work. A letter granting permission to use the material on-stage, along with broadcast rights must be placed in your packet. It is important to note that a dramatic performance cannot mimic a scene from a play, especially in costume.

**BMI/ASCAP/SESAC Music Clearance Documentation:** the internet search results from the BMI, ASCAP or SESAC websites for the music you are requesting for your talent and submitted with MAOT Forms.

#### **How to search BMI (Broadcast Music, Inc.)**

**Go to [www.BMI.com](http://www.BMI.com) -**

**Scroll down** and use the box marked "HyperRepertoire Songs Search" Or use the advance search options listed just below it

#### **How to search ASCAP (American Society of Composers, Authors and Publishers)**

**-Go to [www.ASCAP.com](http://www.ASCAP.com)**

**-Scroll down** on the left hand side to "ACE on the Web (Database of Work)" and

**Click on it**

**-Scroll down to "QUERY THE DATABASE" and click on it**

It is usually best to begin your search by title

Once the title does come up then match the writer(s). Then after matching the writer(s) find the publisher.

**Print the page** with the information of your song. Then get all the information (Complete Title, Composer, Publisher, etc.) and transfer it to your Music Clearance portion of your Participant Talent Request Form, and enclose a copy of the information from the web site.

**MAKE A COPY OF THE WEB PAGE AND TURN IT IN AS DIRECTED ON YOUR CHECKLIST.**