

To: Pastoral Staff and Elders
Music Leaders of all Fellowship Groups and Classes
Bible Study Leaders

From: Sharon Devol, Music Department

Re: Copyrights and CCLI License

Dear fellow servants,

Many of us frequently use copyrighted music in our ministries in ways that require permission; e.g. for every PowerPoint use, printing up of song sheets, creation of songbooks, writing custom arrangements, or including music when recording a group or study meeting. This is why Grace Community Church subscribes to Christian Copyright Licensing, Inc. (CCLI), which provides for us a blanket license through which we can legally engage in all of those activities, so long as its use is for congregational singing exclusively. (Any other performance or recording use is NOT covered by CCLI and requires a different license for each song.) CCLI rewards its member publishers by providing royalties, paid out of our membership fees, based on a representative sampling of member church's song usage.

Not only is this essential from the perspective of Christian integrity, but also because of the reasons that makes Grace Church distinctive in its ministry and philosophy. We need to affirm the songwriters whose material we are so thankful for! A vast amount of the music repertoire in wide use is fraught with vague or wrong theology. Here at Grace we are more concerned than most about excellent content, so reporting the songs we use, generally with excellent lyrics, is literally a vote for better ministry resources.

Our ongoing responsibility that we share under our CCLI agreement is putting the copyright notice, along with our CCLI license number (#32723), at the bottom of every copy made. You will find the proper copyright information on the bottom of any legal copy of music or recording. As an example, for the song, "Speak, O Lord" the proper notice would read:

© 2005 Thankyou Music (Admin. by EMI Christian Music Publishing). UBP. CCLI Lic. 32723

This lets the user or audience know 1) that this is a copyrighted song which cannot be duplicated without permission, and 2) that this copy is a legal one for which we paid and obtained permission.

Another service we have under our license is "Song Select," by which we can print out lead sheets in any key. The copyright information is automatically added to the bottom of the copy. To access this service, log in to the CCLI web site <<http://www.ccli.com>> and choose "Launch Song Select." If you do not have an account under our license, please contact me and I will walk you through the process. Within a reasonable amount of time we should replace any existing illegal copies with legal ones. This helps Grace Community Church be compliant with the copyright laws and sets an example to other

churches and music ministries to be "blameless and innocent, children of God above reproach..." (Phil. 2:15). I know God will be pleased, and we will be blessed.

Please forward this memo to everyone involved in music leadership in your department. I realize this process is somewhat complicated, so feel free to contact me if you have any questions, and I will be happy to help. Thank you for your diligence.

In His service,

Sharon Devol
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