It’s That Time of Year Again—Christmas Production Planning!

Although we’re still two months away from Christmas, many in church music ministry are already actively engaged in planning holiday music and events. Here are five tips to help give you confidence and peace of mind, as you work through the checklist for your holiday productions:

1. **Understand how to fully utilize church copyright blanket licenses.**
   - Annual blanket licenses are the easiest, quickest and most cost effective way to provide coverage for many of your activities that use copyrighted material. A Performance Facilities and Event License is necessary for most Christmas programs.
   - If you want to webcast or stream your program online, you’ll need a Music Internet Performance License.
   - For detailed information on blanket licenses, you can download our Free Fact Sheet: [http://www.copyrightsolver.com/docs/factsheets/FactSheet-ChurchBlanketLicenses.pdf](http://www.copyrightsolver.com/docs/factsheets/FactSheet-ChurchBlanketLicenses.pdf)

2. **Don’t assume all Christmas songs are covered by the CCLI License or in the public domain.**
   - Many Christmas songs are copyrighted and owned by secular companies and require permission for duplication, streaming or performance. You can find out what songs are secular and are not covered by the CCLI license by downloading our free List of Secular Christmas Songs.

3. **Recordings require additional licensing.**
   - If you plan to record your program (audio or video), obtain Mechanical and Synchronization Licenses for all copyrighted music and sound recordings. You can obtain these licenses on your own or through CCS’s online PERMISSIONSplus Service.

4. **Allow time to obtain licensing from publishers & record labels.**
   - Many Christmas songs have secular owners and administrators and licenses can take 12 weeks or more to complete. Christian music publishers and labels usually take 6 to 8 weeks for completion. This means you should get started as soon as possible!

5. **Obtain proper participant consent.**
   - Be sure to get signed consent and release forms from any participants (staff or volunteers) who will appear in your production. This is especially important for any children or minors.

For many more Christmas Production ideas and tips, download our FREE Christmas Production Idea Kit!

If you have remaining questions, contact a CCS Copyright Solver at 855-5SOLVER (576-5837). We’re available and happy to help!

This document provides information and not legal advice. For more information and resources, including fact sheets, videos and idea kits, visit our Nebraska Conference page at [http://www.christiancopyrightsolutions.com/umnebraska](http://www.christiancopyrightsolutions.com/umnebraska).