

# Policies and Procedures

2020-2021



CheerBytes Productions, LLC

Rev. 5/2020

Thank you for expressing your interest in Cheer Bytes Productions as your music source for the 2020-2021 cheerleading season! Below you will find procedures to obtain your mix and begin your phenomenal season! These policies and procedures were created for new and returning clients in order to help with the ever-changing sport of competitive cheer. Whether this is your 1<sup>st</sup> or 10<sup>th</sup> year with us, we ask that you please read over these policies and procedures as a lot has changed in the realm of cheerleading music.

**Booking & Ordering:**

Mixes will only be released on Fridays and each week has a limit as to how many mixes will be released. We strongly encourage you to book your mix in advance to better serve you and give you the best quality mix possible! Please visit [cheerbytesproductions.com](http://cheerbytesproductions.com) and fill out the order form. We will email you to confirm the best available date based on your order form. If the mix dates you have requested are not available, we will offer the next available date. You will also receive an emailed invoice.

We will only be accepting the CheerBytes 8-count sheet (or 8-count sheet of similar design) which will be emailed to you when your date is confirmed. We also encourage (but do not require) full length videos (no clips) of a mark through or performance performed to an 8-count track. All videos must be sent in .mov format. If you are recording from your phone, please hold the phone horizontally.

If you are unable to submit your 8-count sheet and song selections 14 days prior to your mix date or you would like to change your mix date, accommodations will be attempted pending availability. \*Balance must be paid in full for rescheduling to be confirmed.

Only digital copies of the 8-count sheet will be accepted. Please do NOT take pictures of your 8-count sheet. Pictures from cell phones usually become distorted and difficult to read and **will** lead to delay in your mix. You can email your 8-count sheet to [CheerBytes@gmail.com](mailto:CheerBytes@gmail.com).

## **Song Selection:**

In order to comply with USA Cheer music rules and US Copyright laws we will require each client, who wishes to have a copy written (radio) song in their mix, to visit our song vendor's website, [www.unleashthebeats.com](http://www.unleashthebeats.com), and see if a particular song is available. If it is available, then you may enter that song on the song suggestion form. If a song is not available, please make another choice. Cheer Bytes will provide proper licensing information for its clients to take to events.

We ask for a minimum of 5 song selections per routine. All song selections must be available through our music vendor(s). This no exception policy is meant to hold within compliance of USA Cheer and US Copyright laws. It will be the client's responsibility to choose songs.

## **NEW TIER SYSTEM**

We will now have three types of mixes available this season going forward. The **MEGABYTE** mix will offer cover songs, team and mascot voice overs (male vocal artist only), and stock voiceovers which are generic to any team. Our newest type of mix will be known as **GIGABYTE** mixes. The **GIGABYTE** mix will be a more customized mix for your routine which will include less cover songs and more CUSTOMIZED voice overs. These voice overs are specially made for your team/program and will only be used one year within your mix and your program if requested. Male and female vocal artists will be available in traditional style, rap, or singing. Team name and mascot voice overs are still available in **GIGABYTE** mixes.

## **\*NEW\***

The **BUDGETBYTE** mix is designed for those who are not looking to spend as much on a mix but still want the custom feel. These mixes will include cover songs, suggested by the coach/advisor, original songs or generic voice overs as supplement for the remaining portions of the mix. They will also include sound effects as well as team name and mascot voice overs. **NO modifications will be made to the mix** (i.e. no additional song purchases or voice overs). Should a team desire to add extra songs or voice overs, the price will increase to match either the Megabyte mix or Gigabyte mix (whichever matches more closely).

**\*NEW\***

### License Renewal

New this season, we will be offering a license renewal program. This allows teams to renew their own mix from previous season to be used for the current season at a low price. Any modifications will be charged “a la cart style.” For example, if the base license renewal price is \$150 but you wish to swap a song (\$30) and add sound extra sound effects (\$25), you will be charged a total of \$205. Renewal charges and fees will be assessed on a case-by-case basis.

License Renewal Base Fee	
Music Length	Price of Renewal
1:30	\$150
2:00	\$175
2:30	\$210

In order to keep expenses and overall costs down for every client, each length of mix will include **UP TO** a specific amount of cover songs. Should you wish to add additional songs beyond your cover song max, you will be able to add those to your total purchase.

MEGABYTE MIXES		GIGABYTE MIXES		BUDGETBYTE MIXES	
Music Length	Cover Song Max	Music Length	Cover Song Max	Music Length	Cover Song Max
1:30	5	1:30	3	1:30	3
2:00	7	2:00	4	2:00	4
2:30	8	2:30	5	2:30	5

**Please keep in mind the following:** Song suggestions will be considered by the music editor. There is no guarantee that the editor will use all songs within the song suggestion list. The editor will choose songs best fit for the flow of the routine as to better enhance the performance quality of your routine.

**Payments:**

The following methods of payment are accepted:

- PayPal\*
- Credit Card\*
- Check\*\* made payable to "Cheer Bytes Productions"
- Purchase Order

Attn: Sean Barnette  
208 Adams Drive  
Womelsdorf, PA 19567

\*PayPal and Credit Cards will be subject to a 4% convenience charge

**\*\*NEW THIS SEASON\*\***

**Purchase orders will only be accepted upon a signed agreement between CheerBytes, coach and school official (i.e. principal, athletic director, financial administrator).**

\*\*Payment must be received, and payment cleared before mix is released.

The balance is to be paid 14 days prior to your release date. If the balance has not been paid 14 days prior to release date, the production of your music may be delayed until the full balance has been paid. If balance is not paid within 30 days of original release date, your mix will be terminated, and no refund will be administered. All mixes have a no refund policy.

**If paying by check, please double check the mailing address as we have moved from previous years. Mail will not be forwarded and will cause a delay in your mix release. School teams, please check with your business/administrative office to see the correct address is on file. Tax forms are available upon request.**

## Packages and Pricing:

### **\*NEW THIS SEASON\***

Cheer Bytes productions will be offering the following prices for the 2020-2021 season:

#### **MegaByte Mixes**

- 1:30- \$450
- 2:00- \$550
- 2:30- \$650

#### **GigaByte Mixes**

- 1:30- \$550
- 2:00- \$650
- 2:30- \$750

#### **BudgetByte Mixes**

- 1:30- \$250
- 2:00- \$350
- 2:30- \$450

\*base price per team, add-ons quoted on invoice, rush fee is \$100 (when applicable)

All mixes will include program/team name, mascot, stock voiceovers, sound effects, and one free edit.

#### **Edits:**

- All edits are required to be in the submission of an updated 8-count sheet. Please highlight sound effect changes on the new 8-count sheet.
- An edit is considered any sound effect changes, and stock voiceover changes (not including reconstruction).
- One free round of edits will be included in the cost of all mixes. Any further edits will be subject to a \$75/hour studio fee (minimum 1 hour).
- Additional songs, song changes or voice over requests may incur additional fees. We will provide you with a price estimate prior to completing any song or voiceover edits.
- All payments must be received prior to receiving any edits or reconstructions.
- Edits will be delivered within 1-3 weeks of request on a Friday. Rush order edits will be subject to a \$100 charge in addition to any edit or reconstruction fees.

**Correspondence:**

In order to provide excellent customer service, we ask that all communication be held via emails to [CheerBytes@gmail.com](mailto:CheerBytes@gmail.com). All emails will be answered within 1-3 business day. Hours of correspondence will be M-F 10:00am-6:00pm EST\*.

\*Correspondence hours subject to change.

**Limitations of Use:**

You may not sell, transfer, share, give away or sublease the license agreement or the Recordings to any other party other than the Team of School you are representing.

You may not resell the Recording by itself or as part of any package.

You may not resell or distribute the Recording (or otherwise make it available) within a paid or free download store or service.

You may not resell the Recording (or otherwise make it available) as part of any product such as music compilation or music library.

You may not resell the Recording (or otherwise make it available) as your "Product", as your music or as your song, even if it has been transformed or edited, or even if you add other instruments or vocals to the music.

**Acceptance of Policies and Procedures:**

By submitting requests and payment, you are agreeing that you have read and understand the above procedures and policies. Any mix is valid from May 16<sup>th</sup>, 2020 until May 15<sup>th</sup>, 2021. Mixes may not carry over from the current season to future seasons unless renewed through CheerBytes Productions. Failure to comply with policies and procedures may lead up to and include additional fees, termination of current services, and termination of future services.

We thank you for your dedication to Cheer Bytes Productions and wish you the best of luck this season!