

Getting started with the Group Registration Option for Musical Works Published on the Same Album

Step One: Click the “Register Certain Groups of Published Works” link located under Other Registration Options in the navigation menu.

The screenshot shows the Copyright Office eCO website interface. On the left is a navigation menu with sections: 'Check Registration Case Status', 'Copyright Registration', 'Other Registration Options', 'Other Services', 'Miscellaneous', and 'Additional Copyright Services'. The 'Other Registration Options' section is highlighted, and a red arrow points to the link 'Register Certain Groups of Published Works'. A red callout box with white text says: 'Use this link to register a group of musical works that were published on the same album.' The main content area on the right is titled 'Electronic Copyright Office (eCO)' and includes a 'Welcome' message, instructions to disable pop-up blockers, and links for 'What's new in eCO?', registration information, and mandatory deposit notices. Below this is an 'Open Cases' table with columns for Case #, Status, Opened, Title, Vol/ Num/Issue, Month Year, Type of Work, Appl. Format, Appl. Form, Fee Paid, Upload Status, and Closed. The table currently shows 'No Records'. Further down, there is a section titled '*eCO information*' with an 'IMPORTANT NOTE' about registering up to 10 unpublished works on the same application and a note about the eCO Registration System being offline every weekend from 10:00 PM Saturday until 6:00 AM Sunday (Eastern Time) for scheduled maintenance. At the bottom, there is a Privacy Act Notice and a 'Take Our Survey!' link.

Step Two: Confirm the type of group you want to register is listed, then click “Start Registration.”

The screenshot shows the Copyright Office website interface. At the top left is the Copyright Office logo. At the top right are navigation links: Home, My Profile, Help, Contact Us, and Log Out. The main heading is "Certain Groups of Published Works - Registration Process Overview". Below this heading are two buttons: "<< Back" and "Start Registration". A red arrow points from the "Start Registration" button to a red callout box. The callout box contains the text: "Step Two: Confirm the type of group you want to register is listed, then click 'Start Registration.'" Below the callout box, the text reads: "These applications may only be used to register the following types of works:" followed by a bulleted list of registration options. The option "Up to 20 musical works published on the same album" is highlighted in yellow. Below the list, there are two paragraphs of text explaining when these applications may not be used. At the bottom, there is a section titled "To Complete the Application for Registration you must:" followed by a numbered list of three steps: 1) Provide all required information on the application form, 2) Pay the required fee, and 3) Upload a copy of your works; DO NOT mail your works to the Copyright Office. An exception note follows, and a final instruction says to click the "Start Registration" button if eligible. At the very bottom, there is a Privacy Act Notice and a "Take Our Survey!" link.

Copyright Office United States Copyright Office

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Certain Groups of Published Works - Registration Process Overview

<< Back | Start Registration

These applications may **only** be used to register the types of works listed below.

If the Copyright Office determines that your works cannot be registered with these applications, your claim may be refused, or there may be delays in the examination of your claim that could require the payment of an additional fee and a later effective date of registration for your claim.

Step Two: Confirm the type of group you want to register is listed, then click “Start Registration.”

Group Registration Options

These applications may **only** be used to register the following types of works:

- Up to 3 months of issues from the same [serial publication](#)
- Up to 1 month of issues from the same [newspaper](#) or [newsletter](#) (regardless of whether the issues are published daily, weekly, bi-weekly, etc.)
- A group of [contributions](#) published in periodicals
- At least 2 and up to 50 [short online literary works](#)
- **Up to 20 musical works published on the same album**
- Up to 20 [sound recordings](#) published on the same album (including any photos, artwork, or liner notes first published with the album)

These applications **may not** be used to register any other type of work. If you want to register a work that is not listed above, please return to the "[Home](#)" screen to select the Standard Application or one of the "Other Registration Options" listed on that screen.

These applications **may not** be used to correct an error in an existing registration, or to amplify the information given in an existing registration. For this type of request, please return to the "Home" screen and select the option for "[Correct or Amplify an Existing Registration](#)."

To Complete the Application for Registration you must:

- 1) [Provide all required information on the application form](#)
- 2) [Pay the required fee](#)
- 3) [Upload a copy of your works; DO NOT mail your works to the Copyright Office](#)

Exception: If you are registering a group of sound recordings published on the same album, and if the album was distributed in a physical format (CD, LP, etc.), you will need to send physical copies of the album in most cases – rather than uploading digital copies of your works. [Read more](#).

If your works are eligible for one of the group registration options listed above, click the "Start Registration" button.

Privacy Act Notice: Sections 408-410 of title 17 of the United States Code authorize the Copyright Office to collect the personally identifying information requested on this form in order to process the application for copyright registration. By providing this information you are agreeing to routine uses of the information that include publication to give legal notice of your copyright claim as required by 17 U.S.C. § 705. It will appear in the Office's online catalog. If you do not provide the information requested, registration may be refused or delayed, and you may not be entitled to certain relief, remedies, and benefits under the copyright law.

[Take Our Survey!](#)

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Step Four: Check the box if your group of musical works meets the eligibility requirements.

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Form Pay Submit Work

Case #: Application Format: Standard Type of Case: Date Opened:

Type of Group

Select the "Type of Group" from the dropdown list that best describes the works you wish to register. Then, read the description below. If your group of works meets all of the requirements for the "Type of Group" you selected, check the box at the bottom to confirm. Then, click "Continue" at the top of the screen to begin the application.

If this group of works does not meet the requirements for a group registration, please return to the "Home" screen to select the "Standard Application" or one of the "Other Registration Options" listed on that screen.

*Type of Group: Musical works from an album

This application may be used to register up to 20 musical works (with or without lyrics) that were published on the same album. An "album" is "a single physical or electronic unit of distribution containing at least two musical works that are embodied in a phonorecord." You may use this group option if the following requirements have been met:

- 1) Each work must be a "musical work" (with or without lyrics).
- 2) You must submit at least 2 but no more than 20 musical works.
- 3) All the musical works being registered must be published on the same "album" (as defined above), and they must be published on the same date.
- 4) You must provide the date and nation of first publication for the album.
- 5) You must provide the title for the album, and a title and track number for each musical work being registered.
- 6) All of the musical works must be created by the same author, or the works must have a common joint author. [Read more](#)
- 7) The copyright claimant or co-claimants for all of the musical works must be the same person(s) or the same organization. [Read more](#)
- 8) Musical works that are made for hire may be registered if they are identified as such in the application.

You **must** submit separate audio files that contain one complete copy of each musical work being registered.

You are strongly encouraged to upload your works in a digital form, as described below:

- Each work **must** be contained in a separate electronic file
- The filename for each musical work **must** match the corresponding title given in the application.
- The filename should include the track number that was assigned to the musical work when it was published on the album.
- Each file **must** be submitted in an [acceptable file format](#).
- All of the files **must** be uploaded as individual electronic files. **DO NOT** upload your works in a .ZIP file.

The Office reserves the right to refuse any claim that does not comply with these requirements.

Additional Resources:

[Watch a video that provides step-by-step instructions for completing this application.](#)
[Read the help text.](#)
[Get more information about this option.](#)

If your works do not satisfy these requirements or if you are unsure if they qualify for this option, please return to the "Home" screen and select a different option. For help choosing the correct form, please visit our website at www.copyright.gov/help/

Important: Do not use this application if you want to register a group of sound recordings that were published on the same album. For more information about the differences between a musical work and a sound recording, see [Circular 56a](#). For help choosing the correct form, please visit our website at www.copyright.gov/help/

* I agree that I have read, understood, and I meet all eligibility requirements described above for filing the selected Group Registration.

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Step Four:
Check this box if your group of musical works meets the eligibility requirements.



Getting started with the Group Registration Option for Musical Works Published on the Same Album

Step Five: Click "Continue" to proceed with application.

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Form Pay Submit Work

Case #: Application Format: Standard Type of Case: Date Opened:

Type of Group **Continue >>**

Step Five: Click "Continue" to proceed with the application.

Select the "Type of Group" from the dropdown list that best describes the works you wish to register. Then, read the description below. If your group of works meets all of the requirements for the "Type of Group" you selected, check the box at the bottom to confirm. Then, click "Continue" at the top of the screen to begin the application.

If this group of works does not meet the requirements for a group registration, please return to the "Home" screen to select the "Standard Application" or one of the "Other Registration Options" listed on that screen.

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- 1) Each work must be a "musical work" (with or without lyrics).
- 2) You must submit at least 2 but no more than 20 musical works.
- 3) All the musical works being registered must be published on the same "album" (as defined above), and they must be published on the same date.
- 4) You must provide the date and nation of first publication for the album.
- 5) You must provide the title for the album, and a title and track number for each musical work being registered.
- 6) All of the musical works must be created by the same author, or the works must have a common joint author. [Read more](#)
- 7) The copyright claimant or co-claimants for all of the musical works must be the same person(s) or the same organization. [Read more](#)
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