

## FAQs on Copyrights for *Catholic Book of Worship III*

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### 1. Why do I need permission to reproduce songs that will be used at my church?

You need permission to reproduce songs, even if they are to be used in a religious and non-commercial setting, because it's the law. Copyright laws exist to ensure that the authors and composers who provide great music for parishes are justly compensated for their work. By compensating these artists, you also encourage and support the creation and publication of new works in the future.

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### 2. Who holds copyright for the *Catholic Book of Worship III* hymnal series?

Although the Canadian Conference of Catholic Bishops (CCCB) publishes the *Catholic Book of Worship III (CBW III)* series, we do not own every song reproduced in the hymnals. We obtained permission to reproduce the songs from each copyright owner, and we pay them royalties every year for the use of their compositions. Consequently, the copyrights for most of the hymns remain with the original authors, composers or publishers. Only they, or an affiliated licensing agency, can grant reproduction permissions.

However, the CCCB does own some of the songs reproduced in *CBW III*. You will find a [list of songs owned by the CCCB](#) on pages *vi* and *vii* of the *CBW III* choir or pew edition under "CCCB" and "Copyrights assigned to the Canadian Conference of Catholic Bishops." Please note that in some instances, only the words or music, or part of the words or music, are under CCCB's copyright. You should refer to your hymnal to see if other authors or composers own parts of the same song.

To figure out who owns the copyright for a song, check the copyright notice at the bottom of the page. If no notice is given, check pages *vi* and *vii* of the *CBW III* choir or pew edition.

The Copyright Office of the CCCB Publications Service can help you locate the copyright owners of the hymns you wish to reproduce. You can e-mail a list of the song titles and numbers to [permissions@cccb.ca](mailto:permissions@cccb.ca). You should submit your request at least one month before the event, or before the printing of your booklet, pamphlet or program.

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### **3. How do I get permission to reproduce hymns from *Catholic Book of Worship III*?**

You can get permission to reproduce the hymns in *Catholic Book of Worship III (CBW III)* through either

- a) the copyright owners (author/composer/publisher);
- or
- b) an affiliated licensing agency.

#### **a) Obtaining permission through the copyright owners**

This route may save you money in the long run, but it takes time and requires some administrative follow-up. You may also find that due to the volume of requests they receive, larger publishers will direct you straight to their affiliated licensing agency. Therefore, you should send your request at least one month before the event or before the printing of your booklet, pamphlet or program.

When contacting a copyright holder, you will need to state why you want to reproduce the hymn. Is it for one-time use only? Is it for a booklet that will be used seasonally or annually? Do you want to reproduce only the lyrics, or are you including the music as well? How many copies are you planning to print? Will there be a fee associated with this booklet?

*N.B.* A song may have more than one copyright holder. For example the copyright for the lyrics of a song may belong to Author A and Author B, while the copyright for the music belongs to Composer C. In order to reprint the lyrics and the music, you would need permission from all copyright holders, i.e., Author A, Author B and Composer C.

The Copyright Office of the CCCB Publications can help you locate the copyright owners of the hymns you wish to reproduce. You can e-mail a list of the song titles and numbers to [permissions@cccb.ca](mailto:permissions@cccb.ca). You should submit your request at least one month before the event, or before the printing of your booklet, pamphlet or program.

#### **b) Obtaining permission through an affiliated licensing agency**

This route should require less work on your part. You will, however, have to pay a minimal fee, usually based on the number of parishioners, in order to obtain the license.

For most hymns published in *CBW III*, reproduction permission can be obtained through a licensing agency. Many publishers are affiliated with at least one licensing agency.

The most popular licensing agencies are:

- [ONE LICENSE](#);
- [Christian Copyright Licensing International \(CCLI\)](#).

Before purchasing a license through any agency, make sure their product corresponds with the particular needs of your parish. Ask about payment methods and currency. Licenses can usually be acquired for single use, for a special event (up to one week or more), or for a year.

*N.B.* Although many publishers are affiliated with licensing agencies, individual authors or composers sometimes prefer to manage their own copyrights and receive directly royalties generated by the use of their hymns.

If the copyright owners you are looking for are not listed with any agency, you will need to contact them directly. Again, the Copyright Office ([permissions@cccb.ca](mailto:permissions@cccb.ca)) can help you locate the authors or composers. You should submit your request at least one month ahead of time.

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**4. We don't have time to contact every author or composer. Is there another option available for parishes?**

Yes. If you want to save time in obtaining permission to reproduce some hymns, you can [acquire a license from a licensing agency](#).

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**5. How come the copyrights in *Catholic Book of Worship III* are not all managed by one licensing agency?**

When the Canadian Conference of Catholic Bishops (CCCB) first published *Catholic Book of Worship III (CBW III)*, we obtained permission to reproduce the songs from each copyright owner. Every year, the CCCB pays royalties to the copyright holders for the use of their compositions. Consequently, the copyrights for most of the hymns remain with the original authors, composers or publishers.

Many publishers are affiliated with licensing agencies. However, individual authors or composers sometimes prefer to manage their own copyrights and receive directly royalties generated by the use of their hymns.

If the copyright owners you are looking for are not listed with any agency, you will need to contact them directly. The Copyright Office of the CCCB Publications Service can help you locate the copyright owners of the hymns you wish to reproduce. You can e-mail a list of the song titles and numbers to [permissions@cccb.ca](mailto:permissions@cccb.ca). You should submit your request at least one month before the event, or before the printing of your booklet, pamphlet or program.

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**6. Do I need permission to reproduce hymns every time I make a booklet for a special occasion (e.g., weddings, funerals, retreats, etc.)?**

Yes. You need permission every time you produce copies of the songs. If your parish is contacting the copyright holder directly, and you foresee using a particular hymn on several occasions, you may want to ask permission to use the song over an extended period (e.g., four

months to cover the wedding season, one year for funerals, two months for Lent or Advent, etc.).

If you already have a license, verify that it covers these events. Then report the usage of the hymns as indicated in your license.

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**7. My parish bought the *Catholic Book of Worship III* pew edition for all the parishioners at my church. Does this grant us permission to reprint hymns in a booklet or on an overhead?**

No. Purchasing numerous copies of a hymnal doesn't automatically grant you permission to reproduce songs in another format. If you want to reproduce a song on the overhead or in a booklet, you need permission from the [copyright holder](#) or an [affiliated licensing agency](#).

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**8. What is the "public domain"?**

The "public domain" refers to the state of works that are no longer under copyright protection. In Canada, a work falls into the public domain 50 years after the death of the author. This applies to written as well as to musical works. For example, the music of "Hymn to Joy" by Ludwig van Beethoven (1770-1827) is in the public domain. Performances and sound recordings now benefit of an extended protection of 70 years after the release date of the recording.

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**9. Can I reproduce songs that are in the public domain without permission?**

Yes. If you are certain a song is in the public domain, you may reproduce it without permission. However, you should still indicate the source (author/composer) at the bottom of any copies.

For most hymns in *Catholic Book of Worship III*, the author's date of birth and death are given in the copyright notice on the bottom of the first page of music for each composition. If you are not sure whether a song is in the public domain, you should contact the CCCB Publications Copyright Office ([permissions@cccb.ca](mailto:permissions@cccb.ca)).

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