

# Guidelines for composers and creative artists

## Introduction:

Our collection of New Zealand music resources is made up of a diverse selection of scores, recordings, multimedia files, books and information. It represents the best of our creative musical practice and is made available via SOUNZ Online. The collection allows us to achieve our mission, which is 'To collect and curate the music of Aotearoa/New Zealand and connect it with audiences'.

Composers<sup>1</sup> who meet our criteria are either Affiliate or Fully-Represented composers, and are able to add resources to the collection accordingly.

All composers must be New Zealand born, a New Zealand citizen, or a New Zealand Resident.

## Affiliate

Affiliate composers will have had a minimum of three works performed, broadcast or recorded in the last 5 years by an established or recognised<sup>2</sup> solo artist, ensemble or performing organisation. For composers of scored music, the application is more likely to be successful if three separate performance occasions are listed, and at least one of them was independent of the composer's involvement. For those who perform their own original work in, for example, improvisatory situations or installations, please provide as much supporting information as possible when you apply. Contact [music@sounz.org.nz](mailto:music@sounz.org.nz) if you are unsure.

Affiliate composers may have up to five works included at any one time in the collection. These may be changed and updated regularly to ensure that composers' newest and/or most distinguished works are available.

## Fully Represented

Composers become Fully Represented by supplying information that demonstrates the ongoing quality of their creative practice. This may be through:

- Public performances of works created through commission, invitation, residency or equivalent process from a variety of established or professional ensembles, soloists, festivals, venues, broadcasters in NZ and internationally
- Prize-winning pieces in recognised or established open competitions
- Publications or CDs released by a publisher/label with recognised or established distribution networks
- A substantial portfolio of favourable reviews

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<sup>1</sup> The word 'composer' refers to creators of music in either written form or performance situations. The word 'composer' will be used throughout this document for ease of readability.

<sup>2</sup> See the FAQ section for clarification.

## **Submitting material to the collection**

- Each work must be submitted using the online form as this ensures the correct information is listed and the right agreements are in place.
- A work must have a score and/or recording available for loan or sale, and should be supplied as digital files wherever possible. Sample page/s of every score are viewable online, and also a one-minute audio sample wherever possible.
- A full recording should be supplied when available, with permissions for online streaming wherever possible. A link to a recording already available for online streaming is acceptable.
- A programme note, with a suggested minimum of 50 words, should be supplied for each work.
- Material that enables performances by others should be supplied where possible.
- Other materials that add context to the composers and/or their works should be submitted for the SOUNZ collection, such as interview, reviews, articles etc.
- Composer profile information, and the link to their own website, should be kept up-to-date. This information should be submitted and maintained using the online form on SOUNZ Online.

## **Services offered to composers with Affiliate or Fully Represented status**

- Scores are made available for sale under a non-exclusive SOUNZ Licence agreement. Composers receive 20% commission on sales.
- Orchestral and choral works may be made available for hire through the library. Composers receive 60% commission on hire fees.
- The music in the collection is promoted to performers, teachers, broadcasters and others through SOUNZ activities and projects. These include targeted repertoire advice, trade fairs, event calendar and promotion of the SOUNZ Online catalogue.
- Fully Represented composers may be invited to serve on the Composers Advisory Panel.

See our 'ABOUT' page on SOUNZ Online for more details about our work on behalf of New Zealand music.

## **FAQ**

### **'Established or recognised' performers - what does this mean?**

We expect works in the collection to have been performed by professional musicians, or performers working in a professional context. Groups such as auditioned choirs or community orchestras with a history of performance qualify as "established". Works by improvising artists or composer/performers would be subject to similar criteria.

### **I meet the criteria for representation - what's next?**

After you have created a login to the SOUNZ website, please contact [info@sounz.org.nz](mailto:info@sounz.org.nz) to let us know. Once logged in, you are able to submit online forms to provide us with your biography, and to lodge works. A Composers Agreement will be sent to you to sign and return before your profile and works are entered into SOUNZ Online. A photo for your profile page is to be sent by email to [info@sounz.org.nz](mailto:info@sounz.org.nz)

### **What if my work is mainly improvised?**

We welcome applications and works from composers and practitioners working in the creation of non score-based music. Commissions, appearances at recognized or established festivals and events, and recommendations from other recognised artists can support applications for representation in the usual way. We ask that materials such as sound recordings, video, images, reviews, programme notes etc are submitted, which help to give a clear idea of the artists' work. Materials that allow further performances should be submitted where possible.

### **What if I have written a work in collaboration with others?**

The information about your collaboration/collaborators will be recorded when the work is catalogued. If the collaborators are also represented by SOUNZ, then the work will also be added to their listings.

### **Why hasn't my online form been processed?**

A work lodgment form is declined if no materials have been supplied such as a score or recording. Please note that digital files must be sent separately to the online form by email to [info@sounz.org.nz](mailto:info@sounz.org.nz), which should contain attachments or a link to download the files.

### **What if I am unable to submit my works using the online form?**

Please contact SOUNZ to request relevant forms to be sent by post and return them with your hard copy materials.

### **How can SOUNZ help a composer who does not meet the criteria for representation?**

The Composers Association of New Zealand offers professional development opportunities for composers and the creation of new work. Membership of CANZ provides access to events such as the annual Nelson Composers Workshop and provides information about many other opportunities for composers. We encourage all composers to become members of CANZ. Visit their website here: [canz.net.nz](http://canz.net.nz)