

# ADDITIONAL TERMS FOR COPYING SHEET MUSIC AND LYRICS

Valid until further notice from 1 January 2023 onwards

**These special terms supplement the copying licence for the performing choirs, bands and orchestras of music schools and other educational institutions and institutions of higher education.**

Copying refers to copying in any form and by any technology.

Kopioisto's copying licence **does not cover** the copying of sheet music in digital format. The number of licenses for sheet music in digital format must be **equal to the number of performers**, and copying a sheet music file requires the permission of the copyright holders.

## 1. WHY DO SHEET MUSIC AND SONG LYRICS HAVE ADDITIONAL TERMS?

The copy protection of sheet music and song lyrics is intended to safeguard the conditions for creative activity. The sheet music and lyrics publications produced and distributed through music publishing activities enable new musical works to be made available to performing artists, amateurs and students.

## 2. COPYING SHEET MUSIC AND LYRICS FOR PERFORMANCES

The copying of sheet music and song lyrics **is generally not allowed** for the purpose of public performance or preparation for such a performance.

### 2.1 Permitted exceptions

In addition to the uses permitted by the copying licence, **you may copy** sheet music, lyrics or parts thereof for temporary use in the following exceptions, also for other occasions related to the teaching activities of the educational institution or institution of higher education.

EXCEPTIONS	PERMITTED COPYING
<b>Auxiliary copies</b>	You may make an auxiliary copy of the original sheet music in the possession of the performer to facilitate the performance.
<b>Individual or duplicate parts for instrumental ensembles</b>	<p>From the performance material for orchestras, bands and instrumental ensembles, you may copy</p> <ul style="list-style-type: none"><li>• an individual part for performance use or</li><li>• to distribute duplicate parts to performers.</li></ul> <p>The precondition is that the parts are not available for purchase individually and the material purchased does not include the required number of parts.</p> <p>The number of parts to be copied may be <b>a maximum of 25%</b> of the number of parts included in the original material.</p>



EXCEPTIONS	PERMITTED COPYING
<b>Copying sheet music from a larger publication</b>	<p>You may copy the sheet music or lyrics of the musical works to be performed for use by the choir members in a performance if</p> <ul style="list-style-type: none"><li>• the works to be performed are available exclusively in a larger publication and</li><li>• the choir has as many legally acquired publications as there are choir members.</li></ul> <p>An additional condition is that you notify Kopiosto of the copying of the sheet music by email to <a href="mailto:raportointi@kopiosto.fi">raportointi@kopiosto.fi</a>. Kopiosto has the right to inspect the sheet music inventory available to the choir.</p>
<b>Rented string parts for orchestral works</b>	<p>You may make copies of the string parts of rented orchestral works, so that the orchestra can write down its own bow and finger marks on the copy. The condition is that the orchestra is likely to rent the same work for another performance.</p>
<b>Sheet music lost or destroyed before a concert</b>	<p>You may copy a piece of sheet music that has been lost or destroyed just before a concert, provided that there is no reasonable time to buy or rent a new piece.</p> <p>After the performance, you must</p> <ul style="list-style-type: none"><li>• destroy the copy if the sheet music is available for purchase or</li><li>• return the copy with the rest of the material to the renter if it was rented.</li></ul>

**NOTE!** The reproduction or copying of sheet music and song lyrics **may not replace** the acquisition of sheet music and lyrics materials that are available for rent or purchase.

The copying licence **does not allow you to copy** sheet music for the sole reason that

- the sheet music for the musical work is sold out,
- the work has been published exclusively in a larger publication or
- you have not received the material you ordered within the agreed time.

In these situations, you can agree on the copying of the sheet music for your needs **with the publisher**.

## 2.2 Modifying sheet music, song lyrics or musical works

The copying licence does not allow you to modify or alter musical works, sheet music or song lyrics. The modification of the performance material for the needs of the ensemble and the copying or production of the sheet music required for the modification **must always be agreed upon separately with the copyright holders**.