**Copyright for Songs used in worship at Morialta, as at 9 June 2025**

**For Worship Leaders, preachers, projectionists, the office, and others who may be involved with putting together or using orders of service**

**Two kinds of copyright license needed**

Because we project words in church and also livestream services, we need two kinds of copyright license: one for reproducing the words on screen and in the order of service document, and another for livestreaming the words and music. The second type (livestreaming) is covered by a notice displayed from the back room at the end of each streamed service, quoting the relevant license numbers - you do not need to concern yourself with that part. Our concern here is with the first type, for the reproduction of the words.

**Licenses for reproducing song words**

Morialta now pays for licenses from two organisations, **One License** and **CCLI**; not all songs we use are covered by either one of these organisations, so we need to check each time. **Please check CCLI first,** because this licence is more straightforward to use and no further reporting is needed by Nicole for CCLI licensed songs. However, for songs reproduced under One License, an additional reporting step is needed after Nicole receives the order of service.

**CCLI**

Go to the CCLI website (<https://au.ccli.com/> ). Click 'Sign In' on the top menu: the username/email is office@morialtauca.org.au and the password is TISmuc1. Scroll down till you find 'Online reporting', click the blue text and search using the box provided. I have found it useful to search here by the first line of the song or the name of the song’s author. If there is more than one version listed, select the one that most closely matches the version we are using, from the Together in Song hymnbook or other source. When you find the song, click 'Report'.

1. If you receive a message saying ‘You have successfully reported one use of this song’, then on the order of service, below the last verse of the song, type the names of the author/s of the song words, followed by these words:

**Reproduced with permission under CCLI License #22260685, all rights reserved.**

1. If you receive a message saying ‘This song is in the public domain and no lyrics reporting is required’, then on the order of service just use **Public Domain** after the name of the author of the words.

**If you cannot find the song on this site – try One License, as described below.**

**ONE LICENSE**

Go to the ONE LICENSE website (<https://onelicense.net/search> ) and scroll down a little till you see a box to enter your search. My practice is to type (or copy and paste) the first line of the song into the search box. Sometimes, there will be more than one entry for the song; scroll down and find the one that matches the version of the song and music we are using, as listed in the hymn or song book. Scroll down till you find a good match, copy under the last verse of the hymn the details of author of words and composer of music, and copyright holders – and, following those, use the wording given here: ***Reproduced with permission under ONE LICENSE #A- 604530. All rights reserved.***

**Example text,** for TiS 648: Words: Frederik Herman Kaan, © Stainer & Bell Ltd, London; Music: Brian Hoare, © Jubilate Hymns, Southampton UK. Reproduced with permission under ONE LICENSE #A- 604530. All rights reserved.

**If you need to find the words of a hymn/song** from a reference number (such as TIS 170), you may be able to locate them from the (historical) Morialta Song List on our website: <https://www.morialtauca.org.au/songs/>. This is organised as a spreadsheet which gives you access to PowerPoint slides for songs used at Morialta in the past; you can copy the words of each verse and paste them into an order of service, which may be quicker than typing the words from the hymn book yourself.

**Please note** that copyright information on these old slides may well be out of date, depending on when they were created - but the information may still be useful - if you find the name *Licensing*, or the *license number #130*, just update to the current wording and number for **One License**, as described above.

Warm thanks for all you do for Morialta and our wide-spread worshipping congregation! If you have questions or run into problems following these guidelines, please be in touch.

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