

Welcome Packet



Faith Music Missions

Dedicated. Experienced. Trusted.

Faith
**MUSIC
MISSIONS**

Faith Music Missions

WELCOME TO OUR STUDIO

Dear Friend,

I would like to take a moment to say "Thank You" for your interest in recording with Faith Music Missions. We are a local church ministry that is seeking to do its best in the way of recording conservative Gospel music. I'm pleased that you would consider partnering with us to help further the cause.

Faith Music Missions was established for the purpose of recording HIGH quality music productions for people in Fundamental Baptist Churches. It is our goal to influence our Christian homes, our churches and our nation with godly music. Everywhere you turn, music is influencing people in a direction that can be either good and right or bad. Music is not a new tool to the Devil. He knows that if he can capture the hearts and minds of good Christian people, he can control the spirit, attitude and morality of an entire country. The world has the very "best of the best" in equipment, musicians, expertise, knowledge and capabilities in production services at his disposal to flood the market with this very powerful tool.



Dr. Ed Russ
President

Faith Music Missions provides the answer for people who want to make a difference for our local churches and Christian homes. If we are going to combat worldly music, then God's music should be recorded with the same level of expertise, knowledge and quality of production as anything the world has to offer. You see, we have God on our side! We can make a difference. Faith Music Missions has a wonderful production studio, but more than that, it has quality engineers, musicians and producers that are faithful Christians and have dedicated themselves to the ministry of the Gospel.

When it comes to recording, a minimum standard is achieved by quality equipment. The quality produced is then limited or enhanced by the ability of the engineers, producers and musicians. Any element that is left out leaves you with just a recording and not a first-class production. Faith Music Missions has labored long and hard to achieve not only a good sound, but one that is equal to the very best.

Take a few minutes to read our "Welcome Packet" to educate yourself more about the recording process at Faith Music Missions. Please feel free to contact me with any questions you may have!

Sincerely,

A handwritten signature in blue ink that reads "Ed Russ". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Faith Music Missions

MINISTRY STAFF



DAVID CHAMBERLAIN

:: Staff Musician

David Chamberlain has been working with Faith Music Missions for over 15 years. As a consummate professional and servant of the Lord, his abilities in the studio enable the music and thoughts of the singer to be fully expressed in song. His expertise will help you realize your full potential and translate your gift into a compilation of songs that will bring glory to God and bless the heart of the listener.



RYAN LIBBEY

:: Operations Manager

Ryan Libbey has been working with our ministry since 2005 and is responsible for your project once it leaves the studio. He will be your point of contact for any financial, production and graphic questions you may have regarding your recording. His goal is to make a potentially confusing process as simple as possible.



JUDY OWEN

:: Ministry Secretary

The voice of Judy Owen is most likely the first thing you will hear when you call our office. She is dedicated to overseeing a host of details that make Faith Music Missions and Boeke Road Baptist Church run as seamlessly as possible. She will be your contact for all royalty and copyright needs.

Faith Music Missions

RECORDING PACKAGES

Faith Music Missions offers five recording packages. Each of these is designed to be a cooperative effort between Faith Music Missions and you. This means that Faith Music Missions will record and produce a project for about half the price it would cost to record this same quality production in a profit-making recording studio. We factor in the hourly wages of our employees necessary to produce the recording and the expenses that we incur in order to supply a complete package. Aside from that, no profit is factored in over and above the basic cost of the recording. Faith Music Missions will recover its investment through the distribution of the recording.



All recording packages include recording, editing, mixing, mastering, professional cover design, CDs, assembly and packaging. Pricing is based on a ten-song recording. More songs may be added at the additional charges per song shown below.

New in 2012 - We have added two packages to our standard list of recording options:

Recording Package #1

Piano Solo (or Solo Instrumental)

New!	with 500 CDs	with 1000 CDs	Additional Songs
	\$2,500	\$2,800	\$150 each

The new recording package #1 shows special reduced pricing for a solo instrumental recording. This can be either solo piano or another instrument. If it is an instrument that requires piano accompaniment, recording the accompaniment is included at no additional charge.

Recording Package #2

Vocal with Piano Accompaniment

with 500 CDs	with 1000 CDs	Additional Songs
\$3,250	\$3,550	\$225 each

The second new package is #4 and is likely to become one of our most popular packages. This includes everything from the piano/vocal recording, plus up to six tracks of other instrumentation. This would typically include strings and a wind instrument.

Recording Package #3

Vocal with Orchestral String Pad (Light Orchestration)

with 500 CDs	with 1000 CDs	Additional Songs
\$3,800	\$4,100	\$280 each

Recording Package #4

Vocal with Mid-Level Orchestration (Up to Six Instruments)

with 500 CDs	with 1000 CDs	Additional Songs
\$5,800	\$6,100	\$480 each

Call us for pricing on customizing your recording with additional acoustic instruments or live orchestral instrumentation.

Recording Package #5

Vocal with Full Orchestration

New!	with 500 CDs	with 1000 CDs	Additional Songs
	\$6,800	\$7,100	\$580 each

To download a complete recording agreement, please visit our website or call our studio at 1-800-600-7230.

Reorder Pricing

QTY	per unit
50	\$3.50
100	\$3.00
300	\$2.25
500	\$2.00
1000	\$1.30

Faith Music Missions

EXPECTATIONS

What Is Expected of the Artist When They Come to FMM To Record?



Pray.

Pray about everything included in this Welcome Packet. Consider the benefits of being listed in the Faith

Music Missions catalog with hundreds of others who are concerned about music for the Christian home. Understand that we are laborers together in this great cause. This exposure alone is worth thousands of dollars.



Choose.

Choose the right kind of music. Please come with a heart and spirit to lift up Christ. Though many modern songs

are very acceptable, please do not come with a contemporary style or performance.



Prepare.

It is very important to be physically and spiritually ready to work for 8-16 hours on vocals.

We allot two days of studio time per project. The process can be long, but we are experienced in how to make the most of your visit. Please prepare ahead of time. Practice your songs at home or in church...not in the studio. Unless special arrangements are made, we generally start each recording day at 9 a.m.



No Worries.

Most artists will come unfamiliar with how the recording process works. We are here to guide you through each step and help your project to be exactly what you want it to be.

When a Person Comes to FMM and Partners with Our Vision and Goal, Here Is What They Get:

1. Recording
2. Engineer
3. First-class musicians
4. First-class producers
5. Orchestral arrangements for recording
6. Vocal tuning
7. Product, including cover design and packaging
8. Royalty and mechanical license work

WHAT YOU PAY FOR:

1. Materials necessary for the recording
2. Hourly wages of people doing work
3. Product ordered with each package
4. Royalties and any associated filing fees

WHAT YOU DO NOT PAY FOR:

1. Studio producers
2. Musical arrangements
3. Hourly studio time
4. Vocal coaching, reworking of parts, etc.

We provide all of this free of charge.

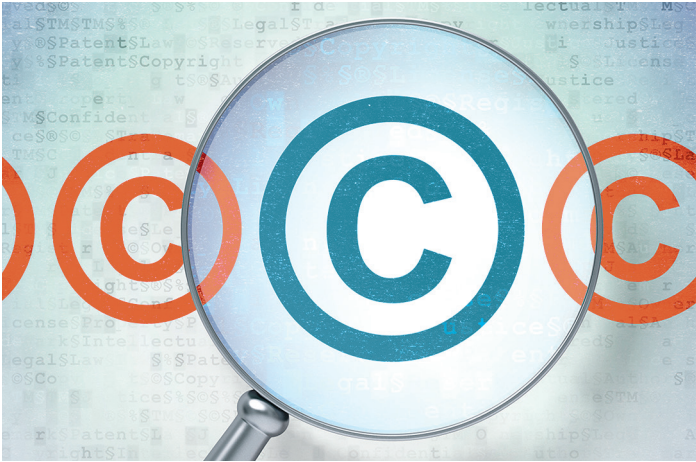
We are a ministry, not a business!

With all of these things taken into consideration, the plan Faith Music Missions has developed to produce this music for the people of Fundamentalism is astronomical! These are the guidelines we have laid down in order to deliver a superior product.

Faith Music Missions

COPYRIGHTS

Faith Music Missions takes the collection and filing of all necessary copyright licensing very seriously. All projects recorded at FMM will undergo a copyright review. We will use our extensive database to check all recorded songs for their proper copyright holder. As part of your recording package, we will research



and file all necessary paperwork for your initial allotment of CDs. Please come prepared to pay for all of the royalties necessary for your recording. This is a must! All copyright invoices must be paid in full before product will be shipped. This is not money that profits FMM. It is paid directly to the publishing companies. Because of the complicated nature of filing, Faith Music Missions counts this free service as one of the many benefits of recording in our studio. To expedite the process, we ask that you bring the names of the authors and/or publishing companies for the songs you are recording with you.

Copyrights are fees we pay to publishing companies for each copy we produce of a song that they own. Songs that are in the public domain or are composed by the artist are not subject to Copyright payment. The current royalty rate is 9.1¢ per copy for songs up to five minutes in length. The rate normally increases every couple of years. There are cases where the rate is more or less, depending on the length of the song. If the song is more than 5 minutes long, the rate is higher. The rate is 1.75¢ per minute or fraction of a minute. If a very short excerpt of the song is used (i.e., just a phrase of the song in a medley), then the rate is lower. Below is a current chart of statutory royalty rates:

Playing Time (in Minutes)	Rate Per Song Per Copy
Up to 5:00	9.1¢
5:01 to 6:00	10.5¢
6:01 to 7:00	12.25¢
7:01 to 8:00	14¢
8:01 to 9:00	15.75¢

In addition, many of the copyright agencies charge a filing fee, typically between \$10 and \$25 for each song. For a 10 song project you can expect the royalty invoice to run close to \$1100.

Starting January 1, 2014

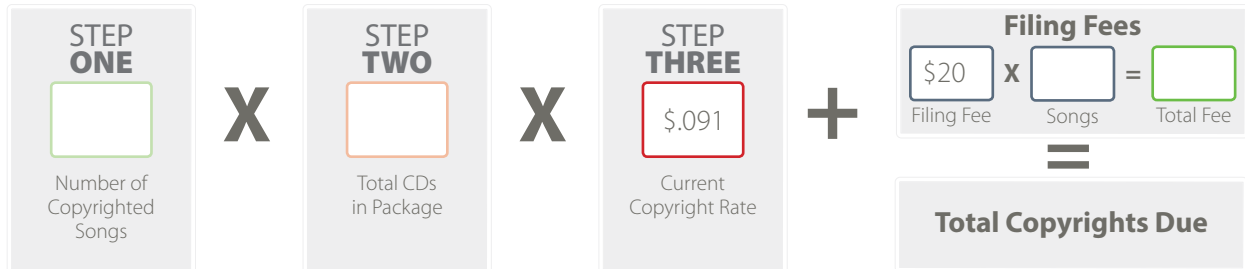
Faith Music Missions will start calculating and collecting copyright dues on each invoice for the product requested. We will escrow this amount to file with the proper agencies. Because product orders may be less than the 500 QTY required for us to file, you will be charged the proper rate plus \$0.04 per copy to cover the required \$20 filing fee. You may opt out of this requirement by submitting proof for our records that you have obtained the proper licenses independently. These must be kept on file in our offices. The copyright work done to stay legally compliant is a large undertaking and should be viewed as an added value and benefit of recording with Faith Music Missions.

Faith Music Missions

COPYRIGHTS CONTINUED

COPYRIGHT FORMULA

A simple formula for estimating how much you might owe in copyrights



EXAMPLES

We have provided some examples to help further explain your copyright situation.

EXAMPLE 1

If you order 1000 CDs, and all ten of the songs you record are still under copyright, then you will owe \$91 per song, or \$910 total + the associated filing fees.

EXAMPLE 2

When ordering 500 copies of a normal ten-song recording, the copyrights would be \$455, plus an estimated \$200 filing fee.

NOTE: If a song is a medley of two or three different songs, then you may owe as many as three royalties for that one piece.

EXAMPLE 3

If you need assistance filing for copyrights for a project not recorded at Faith Music Missions, there is an \$300 administration fee on top of the royalty and filing fees.

EXAMPLE 4

If you are placing a reorder, outside of the CDs included in your package, you will also be required to pay for the copyrights on these songs.

NOTE: If you order below the 500 CD threshold for mechanical licences, we will keep your copyright payment in escrow and file on your behalf once that is met.

Faith Music Missions

SALES & ROYALTIES



Faith Music Missions is proud to be a ministry that promotes conservative Christian music and it has a burden to produce this style of music to the glory of God. We have developed a partnership agreement over the years that has allowed for us to produce quality recordings at deeply discounted prices. Each of our recording packages has been designed to be a cooperative effort between Faith Music Missions and the artist.

This means that Faith Music Missions will record and produce the recording for about half the price it would cost to record this same quality production in a profit-making secular recording studio. We factor in the hourly wages of our employees necessary to produce the recording and the expenses that we incur in order to supply a complete package; but aside from that, no profit is factored in over and above the basic cost of the recording. Faith Music Missions will recover its investment through the distribution of the recording. After an initial **three month** grace period, FMM will offer your product for sale on its website and through its catalog. This exposure will help to familiarize our loyal followers with the new artists and groups that have made their way through our studio recently.

Introducing a New Royalty Program to Benefit Artists

Starting January 1, 2014, Faith Music Missions will now be implementing a program that will allow artists and groups to benefit even more from their partnership with Faith Music Missions. We want to do more for our artists and will be implementing a new royalty program. After FMM sells 500 physical CDs of your project, we will start paying the artist \$1.25 per disc sold. This offer also applies to digital goods. After 50 individual songs are sold (50 per track on album), FMM will pay the artist a royalty of 25% of the revenue, after copyrights and fees. FMM will use its own resources to market and promote your album after the threshold has been reached. This threshold will not include the one-time use of your project in conjunction with our Monthly Music Membership program.

Artist royalty payments will take place each quarter on accounts with at least a \$25 balance. You may contact us at any time after the January 1, 2014 to request a statement of the sales of your product(s). Products sold prior to the start date will be included in the sales totals (minus CDs used in the Monthly Music Membership.)



Faith Music Missions

ADDITIONAL INFORMATION

INCLUSION IN THE MMM PROGRAM

Christian people are going to listen to music. The right kind of music must be produced in a professional manner. The quality of the recordings must be first class in order to keep people listening again and again. Therefore, a ministry like Faith Music Missions is in constant need of support to bring heart-warming uplifting music to churches and homes through our Monthly Music Membership. This program allows pastors, churches and individuals to promote the right kind of music for the Christian home. **When a church**

or individual partners with us, Faith Music Missions sends 1, 2, 5 or even 10 CDs each month. Pastors may decide to distribute these to their congregation, or individuals may elect to keep one for themselves and give one away. It's a simple way to get the right kind of music to our nation on a monthly basis.



The Monthly Music Membership is also used to get the right kind of music to our missionaries, churches and military all over the globe through our **Music for Missions** program. Individual and church supporters can elect when they sign up to send a portion or all of their monthly CDs to that month's highlighted work. Music for Missions builds on the expertise we have developed over the years in producing godly, Christ-honoring music and taking it to people who many never have heard the love of God expressed in song. Many of you may have our music and access to a good Christian radio station, but many of our missionaries and their people do not. Missionaries across the world seek to have many of the resources that we take for granted. We do not want to forget all the people God has called us to minister to around the world.

When you partner with Faith Music Missions to record a album, your final project be put into our MMM rotation for possible distribution around the globe. FMM will not use your project within 4 months of your project's release date. Faith Music Missions instituted this program for multiple reasons. We use this endeavour to help support the continuing efforts of our ministry that the fees we charge for recording do not cover. We also find it extremely rewarding to be able to help those who have given so much of themselves to further the cause of the gospel. We can only hope that Gospel presented in song through our recordings is a true blessing to those it reaches.

If you have questions, concerns, or would like to also take part in the Monthly Music Membership, please feel free to contact us directly. We are happy to answer any questions you may have!

INCLUSION IN DIGITAL DISTRIBUTION

Faith Music Missions may make your project available on our website for sale in the form of physical CDs, digital downloads or soundtrack downloads. There is a 3 month delay between your initial receiving of your product and the availability in our digital catalog. Compensation for this activity is explained in detail on the Royalty page of this Welcome Packett. Please contact us with any questions you may have.

Faith Music Missions

PAYMENT WORKSHEET

Selected Package: _____

Package Price: _____

CD QTY: _____

Additional Songs: _____ @ _____

Additional Total: _____

Additional Services: _____

Royalties (from worksheet): _____

Total Recording Cost: _____

Total Paid at
Time of Recording: _____

****REQUIRED ON LAST DAY OF RECORDING****

Recording Packages 1 & 2: Full payment of copyrights due & \$500 deposit

Recording Packages 3-5: Full payment of copyrights due & \$1000 deposit

NOTES:

Faith Music Missions

CHECKLIST & ADD ONS

Checklist

- ☐ All sheet music and song lists
- ☐ Graphics and pictures for cover artwork
- ☐ Hotel room booked
- ☐ All song copyright information
- ☐ Read the entire Welcome Packet
- ☐ Prayed
- ☐ Copyright payment and recording deposit



Additional Recording Options



Studio Musicians

Faith Music Missions has assembled a wide range of talented local and regional musicians to add depth to your recording. If you are in need of live guitar, mandolin, banjo, flute, oboe or cello, to name a few, we can schedule it for your recording.



Orchestra

Are you looking to give your project the “live” sound that you thought you could only find in Nashville? Look no further, Faith Music Missions contracts with the local philharmonic orchestra to bring live strings to your recording. This is definitely a first class add on!



Location Recording

Unable to bring your group, choir or family to our studios? No problem! Faith Music Missions will come to you. We’ve recorded many “on-location” recordings over the years and know how to make almost any situation work.



Background Vocals

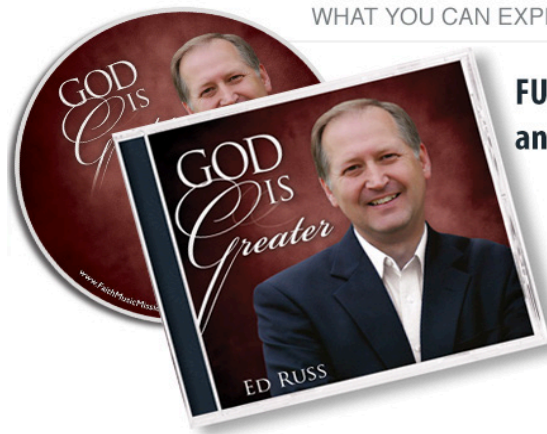
Are you a solo artist or group that needs to add more depth or range to your project? We can definitely help you fill the gaps. With many talented artists, we more than likely have the right person in mind for your project!

Faith Music Missions

CD COVER GUIDELINES

As part of your recording, Faith Music Missions will have one of our graphics artist create album artwork according to your specifications. A professionally designed cover will help drive interest in your project.

WHAT YOU CAN EXPECT ...



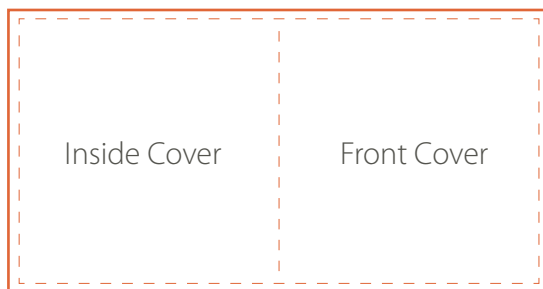
FULL CD REPLICATION and PACKAGING

- Full Color Discs
- Clear or Black Tray
- Clear Jewel
- 2- Panel Front Insert
- 4/4 Tray Card Printing

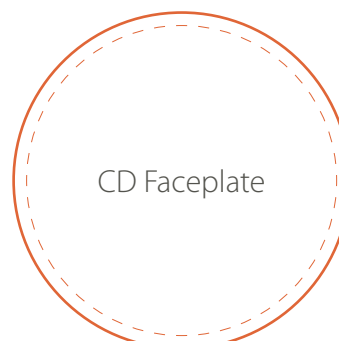
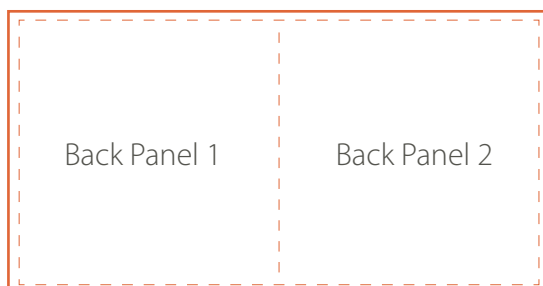
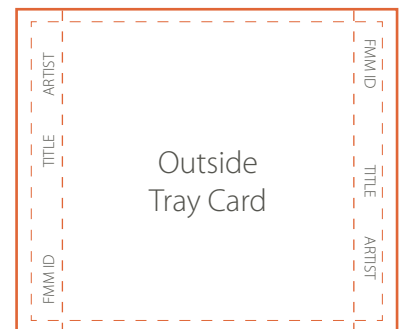
ITEMS TO BRING

- All photos you'd like to use. Please make them high resolution.
- Design Ideas
- Photographer's permission

You may also decide to design your cover yourself. You can find the templates necessary to be within printing specifications at www.FaithMusicMissions.org/DesignTemplates.aspx



Please use the diagrams to familiarize yourself with the pieces that make up your CD.



Faith Music Missions

CD COVER GUIDELINES

EXAMPLES

We've included some graphic examples to show you how the final pieces look and how they come together. This will give you an idea of how your project may look when assembled.

Album Front Cover



We recommend including a picture of yourself or your group on the front cover. We have found this will help you associating your album and your better. The full copyright detail must be included somewhere on your album.

Back Panels



This back panel is optional. You can use it for a dedication or use it to display the required copyright detail.

Back Tray Card



The tray card showcases the songs and ties in the people who helped make it a reality. The Faith Music Missions logo, DISC logo & FMM ID must be included on the back panel.

Back Tray Card



The inside tray card usually functions as a purely astetic portion of the design. Remember that the left most portion of this graphic will show through the clear jewel tray and be visable next to the front cover.

Black on Silver Faceplate



Color Faceplate



Assembled Product



Faith Music Missions

RESTAURANTS & HOTELS

RESTAURANTS

Los Bravos

834 Tutor Lane
Evansville, IN 47715
(812) 474-9078
Mexican - STAFF PICK

Chick-Fil-A

7101 E Indiana St
Evansville, IN 47715
(812) 471-9203
Fast Food - Chicken

Panera Bread Co.

220 N. Burkhardt Rd.
Evansville, IN 47715
(812) 476-7477
Slow Food

Bonefish Grill

6401 E. Lloyd Expy
Evansville, IN 47715
(812) 401-3474
Seafood

Jason's Deli

943 N. Green River Road
Evansville, IN 47715
(812) 471-9905
Fast Food - Hamburger

Bandanas BBQ

6636 Logan Dr.
Evansville, IN 47714
(812) 401-9922
BBQ

Kanpai Sushi

4593 Washington Ave.
Evansville, IN 47714
(812) 471-7076
Japanese • Sushi

HOTELS

Holiday Inn Express

301 Circle Front Dr.
Evansville, IN 47715
(812) 473-2500

Hampton Inn

8000 Eagle Crest Blvd
Evansville, IN 47715
(812) 473-5000

Suburban Extended Stay

5538 E. Indiana St.
Evansville, IN 47715
(812) 477-6663

Hilton Garden Inn

220 Eagle Crest Dr.
Evansville, IN 47715
(812) 476-4000

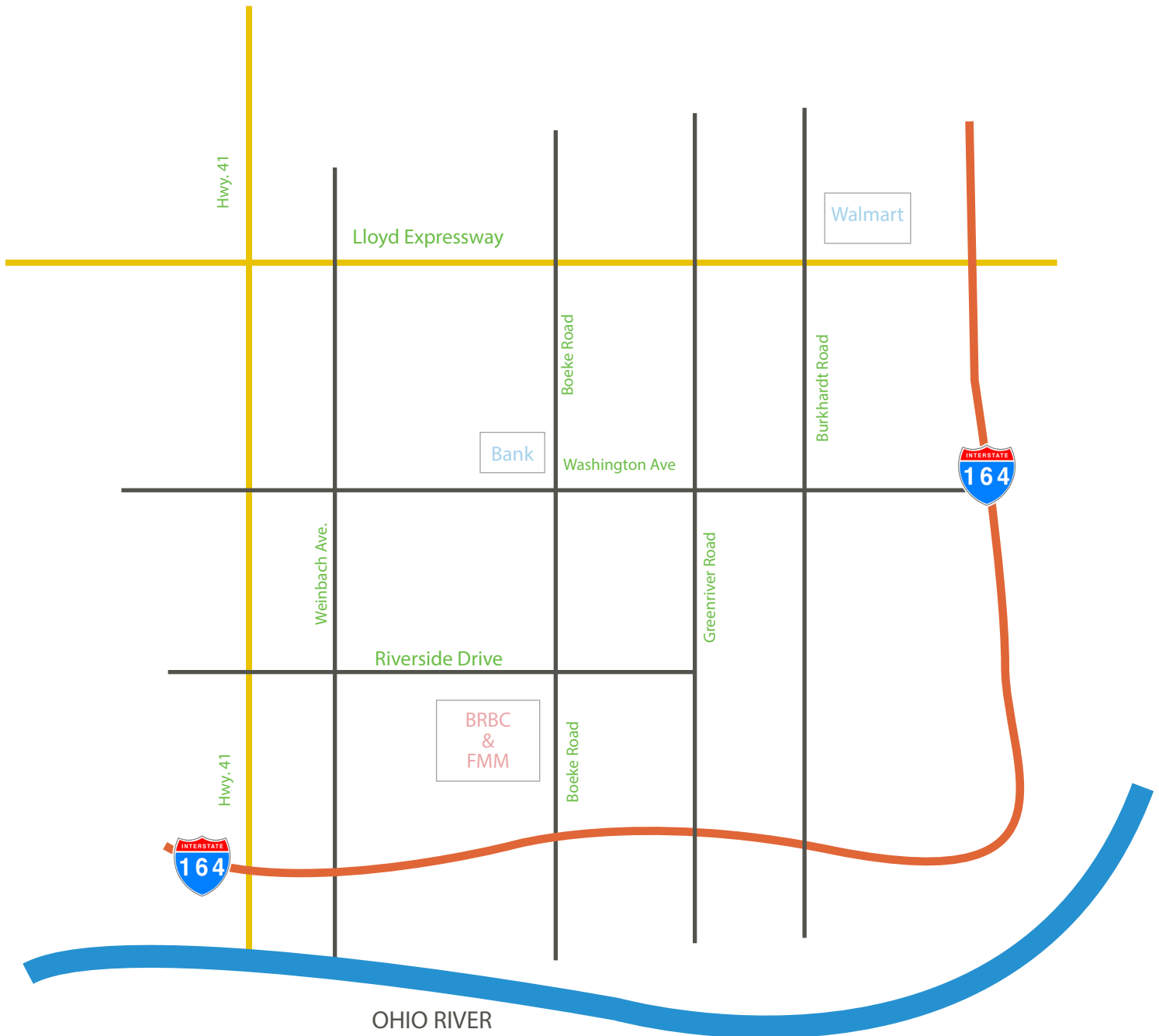
Comfort Inn - East

8331 Walnut St.
Evansville, IN 47715
(812) 476-3600



Faith Music Missions

LOCAL AREA MAPS





Faith
MUSIC
MISSIONS

P.O. Box 2463 • Evansville, IN 47728
www.FaithMusicMissions.org/studio

Let us help turn your dream into a reality!

Presorted Standard
US Postage
PAID
Evansville, IN
Permit No. 2054