

SUBMITTING ENTRIES FOR GRAMMY CONSIDERATION

ACADEMY RIGHTS AND REGULATIONS

The Recording Academy reserves these rights regarding entries:

- To disqualify the affected entry without liability if information is incorrect or incomplete.
- To disqualify the affected entry without liability if the signer fails to send the required product for entries by the due dates.
- To place any selection into the category it deems appropriate; to pass on the eligibility of any selection.
- To designate the classification of achievement (such as performing, songwriting, producing, etc.) to be recognized in the categories.
- To make the final determination of the persons entitled to awards recognition.
- It is the Academy's policy that the GRAMMY be awarded to the person who, at the Academy's sole discretion, is properly entitled to it.
- To determine what constitutes a single and what constitutes an album for purposes of entering.
- To replace track entries by an entry for the entire album if several tracks by the same artist, totaling over 51% of the album's playing time, are accepted in the same category.
- To withdraw any category in any one year if the Academy determines that there is an insufficient number of entries in that category, and, at the Academy's discretion, to place the affected entries in one or more other categories.
- To disqualify without liability what the Academy considers excessive entries.
- To take whatever measures it deems necessary to protect the integrity of the GRAMMY Awards from outside influence, bloc voting or any other factors that could jeopardize this process.
- If a recording is entered inappropriately, and if the error in entering is not discovered by the Recording Academy before the First Ballot mailing, the entry will be disqualified from the process without any liability for further action from the Recording Academy.
- The Recording Academy assumes no liability with respect to craft entries if the required judging copies for nominating committees fail to reach us by the due date.
- An ineligible entry (incorrect release date) that is processed during an Awards Year will be disqualified the following Awards Year.
- User agrees to review Artist/Category List of Entry Submissions prior to Final-submitting in the online process.
- To disqualify an entry if the Recording Academy finds any violation of the Voter Solicitation Guidelines or violation of the Recording Academy member website's For Your Consideration guidelines.

HOW TO MAKE ENTRIES, WHO MAY ENTER, AND WHEN

Recordings are submitted for consideration through the GRAMMY Online Entry Process (OEP).

All Voting and Professional Recording Academy Members may make GRAMMY entries. Also, registered media companies that release, during the eligibility period, recordings that meets GRAMMY eligibility requirements may make entries.

In advance of the entry period, media companies receive their Online User IDs and passwords to access the GRAMMY Online Entry Process. Voting and Professional members use their GRAMMY member site user ID and password to access OEP online.

For the 63rd GRAMMYS, the first round Entry Access is open to media companies and Academy members from June 22 through July 6. The second round Entry Access is open from the July 15 through Aug. 3.

REGISTRATION FEES

Media companies pay an annual fee to register with the Academy that shall be 20% more than the annual fee paid by individuals for membership. This fee is \$120 for the 63rd GRAMMY Awards. Academy members pay no additional fees to make entries.

ENTRY LIMITS

The Online Entry Process is programmed such that it 1) limits entries in genre (excluding General and craft fields) categories to one per recording for albums; and 2) limits track/single entries to one for performance categories, and one for song/composition categories.

NUMBER OF NOMINATIONS

The number of nominations in the General Field categories (Record Of The Year, Song Of The Year, Album Of The Year, and Best New Artist) is eight. The other categories will have five nominations. In the event of a tie in the nominations, there shall be no more than six and no less than three nominations in these categories.

Each category shall have at least 40 distinct artist entries. If a category receives between 25 and 39 entries, only three recordings will receive nominations in that year.

Should there be fewer than 25 entries in a category, that category will immediately go on hiatus for the current year — no award given — and entries will be screened into the next most logical category.

If a category received fewer than 25 entries for three consecutive years, the category will be discontinued, and submissions will be entered in the next most appropriate category.

ENTRY LIST—TYPE/FONT TREATMENTS

Entrants are allowed the use of special characters and unusual typographical treatments in artist names and titles that appear on our ballot entry lists, so long as the characters used may be found on a computer keyboard or through standard diacritical markings.

PRODUCT REQUIREMENTS FOR GRAMMY ENTRIES

Academy members and media companies are required to provide an eligible streaming link or send product for each entry they make. To satisfy screening and nominating committee requirements, multiple copies of the product are required in some cases.

If required retail-ready product is not received by the deadline, the entry or entries may be disqualified. If the recordings for an entry are not received in the quantity required, the Recording Academy may disqualify the affected entry without liability.

If an eligible streaming link is not provided for an entry, the entrant must submit commercial physical product for each entry in the following quantities:

GENERAL FIELD ENTRY: One (1) copy

SPECIALIZED GENRE FIELD ENTRY: One (1) copy

PRODUCER OF THE YEAR, CLASSICAL: Two (2) copies

ENGINEERED ALBUM, CLASSICAL: Two (2) copies

OPERA ENTRY: One (1) DVD

MUSIC VIDEO ENTRY: One (1) DVD, Blu-Ray or flash drive copy

MUSIC FILM ENTRY: Two (2) DVD, Blu-Ray or flash drive copies

Entries in certain categories are judged by special committees and require additional product as below:

ALBUM NOTES: One (1) copy

REMIXED RECORDING: Two (2) copies each of original and remix

IMMERSIVE AUDIO ALBUM: Two (2) copies

COMPOSING/ARRANGING: Four (4) copies

RECORDING PACKAGE: Five (5) copies

HISTORICAL ALBUM: Three (3) copies

PRODUCER OF THE YEAR, NON-CLASSICAL: Four (4) copies

ENGINEERED ALBUM, NON-CLASSICAL: Two (2) copies

If an entry is made for the same recording in more than one of the Craft categories, the entrant must send the additional number of copies required per additional category.

A packing list is generated upon completion of online entries. Entrants are advised that a copy of the packing list and product should be sent immediately to the Recording Academy.

For digital-only or streaming-only releases where physical product is required, a burned audio CD is required. Both the original download file and the product sent to the Academy must have quality comparable at least to 16 bit 44.1 kHz; copy of label credits (producer, mixer, songwriter, etc.) must be included in the metadata file.