

FREQUENTLY ASKED QUESTIONS

The Recording Academy
ATTN: AWARDS DEPARTMENT
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Santa Monica, CA 90404

Email: onlineentry@recordingacademy.com
Help Line: 1-877-637-6816

1. Is there a limit to how many Entries one can make?

No, however, please use discretion in determining the number of Entries you submit. REMEMBER that more than one recording for the same artist in the same category may split the vote for the artist during the balloting process. You may only make **ONE** entry in parallel genre fields (e.g., Rock Song or Country Song, or R&B Performance or Rap/Sung Collaboration Performance, etc.). Ultimately the entry is only eligible in **ONE** specialized genre field. Determinations as to final category placement are made by our Screening Committees. This does not apply to the General Field or craft categories.

2. Does Internet distribution count as national distribution? Do my recordings have to be distributed through a server such as Amazon.com or CDBaby or can my product be available for sale on my website?

To be considered NATIONALLY DISTRIBUTED, a recording must be made available for sale nationally (in the US). Recordings exclusively available through artist or label websites are not considered to be in general distribution and are not eligible in the GRAMMY Awards process. The Academy reserves the right to ask for VERIFICATION of the recording's NATIONAL distribution with shipping/sales reports.

3. What is an eligible streaming distribution service?

The following is a comprehensive list of streaming services that meet Academy guidelines:

Apple Music
Spotify
Amazon Music
Tidal

If a recording is not available on any of the above services, the following streaming platforms are also acceptable. During the Online Entry Process, the following streaming links must be entered in the "Other" field.

Google Play Music
Deezer
Pandora Premium
Slacker Plus
Napster (Rhapsody)
iHeart Radio All Access
Qobuz
Sirius XM All Access
Soundcloud Premium
YouTube Music Premium

In cases where a recording is not available on these services, physical product is required.

4. How do I know if my Entries are submitted to the GRAMMYS?

Upon completing the FINAL SUBMIT process of your online entries, a confirmation e-mail is sent to the user. If you did not receive one, check your spam/junk email as it may have ended up there.

5. I forgot to hit the FINAL SUBMIT button before the Entry deadline date, what do I do?

If you did not FINAL SUBMIT your entries, there are no guarantees that the Entries were received. Contact the Awards Department immediately at 1-877-637-6816.

6. I need to add (or change) an Entry, how do I get back into the Online Entry Process once I have completed the FINAL SUBMIT process?

Once you FINAL SUBMIT your entries, you cannot go back to make any additions or changes. Please contact the Awards Department immediately.

Note: If you submitted entries during the First Round, you will need to wait until the Final Round to make any additional entries. If an entry was not made during the Final Round, contact the Awards Department immediately.

7. I have received BOTH Media Company Entry information and Member Entry information; which do I use?

If you are making entries on behalf of a company, use the company User ID and Password. The Member Entry information is for the member's PERSONAL use. If you are a member of the Recording Academy who is affiliated with a media company, please do not submit Entries already submitted by the media company when you receive your member entry information.

8. Is there a difference in the way the Entries are treated if they are entered by a media company vs. a member? If I enter the same recording as a member and as a company, does it stand a better chance of winning?

There is NO difference. Remember that the Entry process is not a Voting Process, and Entries are NOT nominations. Only one Entry of the same recording in the same category is necessary. Duplicate Entries are exactly that – DUPLICATES - and they will be voided.

9. I have a Media Company User ID and Password. Will I use the same User ID and Password for both rounds of entering?

The same User ID number and Password will be used throughout this year's entry process. There are two (2) entry rounds for Media Companies and Members.

10. Why do I have to send in additional physical copies of my Entry recording for some categories?

Entries in certain categories, Crafts for example, are judged by special committees. When an Entry is made in one of these categories, copies of the product are required for committees to review. The number depends on whether the category is judged by a National, Regional or Chapter Craft Nominating Committee. There are other categories which have similar needs for additional product. Please refer to the [Product Requirements](#) for additional information.

If product for these entries is not received in the quantity required, the Recording Academy will disqualify the affected entry without liability. Entries will not be processed by the Grammy Recording Academy until all product is received. Upon completing the FINAL SUBMIT process, an email confirmation/packing list will provide instructions on how to send any required product. Product is to be sent, along with a copy of the packing list, immediately to the Recording Academy.

11. FUTURE RELEASES - For entries with release dates scheduled after the OEP entry dates, but before the end of the eligibility period.

STREAMING RELEASES:

One of the titles I am entering hasn't been released on an eligible streaming service yet, but it will be out during this eligibility period. What do I do? Can I send you the streaming links later? Will my Entries be accepted without the valid streaming links?

Though a streaming link may not be available until a future release date, the entry must still be made in the OEP system during the First or Final Round. Once the recording is commercially released and a live streaming link is available, the entry information must be updated at the [Streaming Entry Update site](#) using the appropriate User ID and Entry ID. This information is available on the confirmation email that you received upon completing the OEP

FINAL SUBMIT process. Failure to provide the updated streaming link immediately upon release date can result in the entry being removed from the Awards process.

DIGITAL DOWNLOAD OR PHYSICAL-ONLY RELEASES:

One of the titles I am entering hasn't been released yet, but it will be out during this eligibility period. GRAMMY Online Entry says you won't validate my Entries without the product; what do I do? Can I send you the product later? Can I send in a promo without the notes, etc.? Will my Entries be accepted without the product?

First, use the COMMENTS FIELD to provide further explanation. Then, send the product as soon as it is available. We need to have the COMMERCIALLY RELEASED PRODUCT, not a copy made on a CD-R without the liner notes (with the exception of Best Remixed Recording and digital-only/physical-only releases which require the full credits to be sent with the burned CDs). We will validate your Entries upon receipt of the product.

12. Can I give other people my User ID number and Password so they can make the Entries for me (or in addition to me)?

NO. The User ID number and Password are for the member or the media company representative who is responsible for the GRAMMY Entries. If company policy dictates that your password be given to others in the organization, that is the company's decision, not ours. It is the COMPANY'S RESPONSIBILITY/DECISION on how they wish to handle their password.

13. What if I have a recording that I think should be considered in two genre categories? I can't decide if it should be Pop or Rock.

A recording is only eligible in one (1) specialized genre category. Use your best judgment in determining the appropriate category to enter in. The Screening Committees will determine final category placement.

14. I am having technical difficulties navigating through the site and utilizing links.

Do you have the latest version of your browser installed? If not, please update your browser to the newest version. If it is not an issue with your browser, please call the Technical Helpline at 1-866-992-9902 or email grammy@yangaroo.com so that someone can help address your specific technical problems.

15. What constitutes a stand-alone purchase?

Recordings which may be purchased -by themselves- through commercial distribution (brick & mortar or online retailers). Not eligible: Recordings which may only be purchased as part of a package including other items such as concert tickets or subscription services.

16. I am a DUAL member (Latin and Recording Academy), I am submitting entries to the Latin Academy during their Online Entry Process (OEP), will my submissions be automatically entered into the Recording Academy's Online Entry Process?

No, The Latin and Recording Academy's Online Entry Processes are independent of each other, and have different submission dates. If your entry qualifies for both and you want to submit in both OEP processes, you will need to make separate entries, in the Latin Academy's Online Entry period and again in the Recording Academy's OEP process.