



RoyaltyShare

Physical Sales Template Specification

Version 1.22

1. Revision History

Version	Date of Change	Author/Editor	Changes
1.0	2009-11-30	Michael Gonitzke	Initial implementation of physical sales template specification
1.1	2010-03-31	Michael Gonitzke	Added support for LP5 product type
1.2	2012-03-23	Michael Gonitzke	Added support for Unknown price tier
1.21	2012-09-12	Michael Gonitzke	Updated service listings
1.22	2017-04-20	Sergio Capozzi	Updated service listings

2. Introduction

The purpose of this document is to define information required for importing physical sales into the RoyaltyShare Digital Advantage platform using a standard template.

3. Importing Physical Sales

RoyaltyShare supports the ingestion of sales from most major traditional music distributors. However, physical sales can be generated in many unique formats, some unique to a label or distributor. The purpose of this template is to provide a method to import physical sales into the RoyaltyShare Digital Advantage platform for currently unsupported physical distributors.

Each line of the RoyaltyShare Physical Sales Template represents a unique sales transaction by service, territory, monthly sales period, and configuration. Once populated with all required information, the template can be imported using the Upload Sales File feature on the Revenue tab.

The template "RoyaltyShare_PhysicalSales_Template_v1.0" is supported only in Microsoft Office Excel 97 – 2003 Worksheet format. The name of the file can be changed as long as it remains in an .xls format.

4. Data Elements

The following tables define the fields available for import through the physical sales template. The template is divided into two parts: a header, followed by sales detail.

The following is provided for each data element in both the header and detail sections:

Field: the name of the physical sales template field.

Required: denotes fields required for import (Y), fields conditionally required (Y*), and optional fields (N). All required fields must be populated with data. No blanks are allowed. Note that at least one "Y*" field must be populated in order to import and match sales.

Type: defines the type of data entered as a numerical integer, date, restricted set of characters, or a text string.

Restrictions: the allowable format and/or length for each data type.

Description: additional information on acceptable data for each field. Restricted characters and certain sets of integers are further defined in this field, and applicable appendixes referenced.

4.1. Header Data Elements

Field	Required	Type	Restrictions	Description
Service Name	Y	Text	1-255 chars	Physical distributor name as defined by Appendix 6.1
Units	Y	Integer	[-]999999999	Control total; must equal the sum of unit sales in the file; can be negative
Royalty	Y	Integer	[-]999999999.99	Control total; must equal the sum of net royalties in the file; can be negative
Royalty Currency	Y	Char	3 chars	Payment currency code; 3-letter alphabetic ISO code (ISO 4217); see Appendix 6.3 for more information.

4.2. Sales Detail Data Elements

Field	Required	Type	Restrictions	Description
label-name	N	Text	1-255 chars	Label name
country-code	Y	Char	2 chars	Sales territory code; 2-letter alphabetic ISO codes only (ISO 3166-1-alpha-2); see Appendix 6.2 for more information
sale-year	Y	Date	yyyy	Year of sales reported
sale-month	Y	Date	mm	Month of sales reported; leading zeros can be omitted
product-type	Y	Char	1-5 chars	BD = Blu-ray CASS = Cassette CAS5 = Cassette Single CD = Compact Disc CD2 = Double CD CD5 = CD Single DVD = Digital Video Disc DVDCD = DVD/CD Set EP = Extended Play Single LP = 12" LP5 = 7", 10" or 12" Single VHS = Video Home System Tape
artist-name	Y	Text	1-255 chars	Artist name; "Various" is used for various artists
catalog-id	N	Text	1-32 chars	Catalog number
upc-ean	Y*	Text	12-13 digits	UPC / EAN code
album-name	Y*	Text	1-255 chars	Album name

sales-channel	Y	Text	1-255 chars	Retail Military Club Mail Order Direct
price-tier	Y	Text	1-255 chars	Full Mid Budget Promo Unknown
wholesale-price	N	Number	999999999.99	Wholesale price per unit in payment currency
retail-price	N	Number	999999999.99	Retail price per unit in payment currency
gross-units	Y	Integer	999999999	Total unit sales; gross units are defined as positive
gross-revenue	Y	Number	999999999.99	Total gross revenue; gross revenue is defined as positive
return-units	N	Integer	-999999999	Total units returned; returns are only accepted as a negative number. Can be left blank (defaults to zero).
return-revenue	N	Number	-999999999.99	Total revenue returned; return revenue is only accepted as a negative number. Can be left blank (defaults to zero).
net-units	Y	Integer	[-]999999999	Net unit sales; can be negative
net-revenue	Y	Number	[-]999999999.99	Net revenue; can be negative; can be 0.00 for free goods
free-goods	N	Char	Y/N	Designates sales record as free goods. If Y, net-revenue must be 0.00; defaults to N if blank
adjustment	N	Char	Y/N	Designates sales record as an adjustment for MCPS; units must be zero (0) if Y; defaults to N if blank
royalty-type	N	Text	1-255	Determines if associated sales are to be processed against the noted royalty runs. Defaults to "All" if blank. The following royalty run names must be used and multiple selection can be entered with a space between run types: All = Available for all royalty run types Artist = Available for artist royalties Label = Available for label royalties US-Mech = Available for US mechanical royalties UK-Mech = Available for UK mechanical royalties CA-Mech = Available for Canadian mechanical royalties

comments	N	Text	1-255 chars	Comments field for adjustments; visible only on MCPS royalty statements
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5. Data Element Examples

5.1. Header Data Element Examples

- Service Name: RED
- Units: 2,000
- Royalty: 16,354.00
- Royalty Currency: GBP

5.2. Sales Detail Data Element Examples

- label-name: Capitol
- country-code: GB
- sale-year: 2005
- sale-month: 11
- product-type: CD
- artist-name: Radiohead
- catalog-id: 55229
- upc-ean: 012345678912
- album-name: OK Computer
- sales-channel: Retail
- price-tier: Full
- wholesale-price: 5.10
- retail-price: 8.20
- gross-units: 100
- gross-revenue: 820.00
- return-units: 0
- return-revenue: 0
- net-units: 100
- net-revenue: 820.00
- free-goods: N
- adjustment: N
- royalty-type: All
- comments: Additional Q307 sales

6. Appendix

6.1. Service Names

All supported services can be found on the “Service Names” tab of the Physical Sales Template, digital and physical.

Select the appropriate service name for your physical sales and enter the complete name for that service into the “service-name” field in the Physical Sales Template (column B). The service name will appear in any relevant royalty reporting.

6.2. Country Codes

RoyaltyShare accepts 2-letter alphabetic codes (ISO 3166-1-alpha-2 code) for all countries as defined by the International Organization for Standardization (ISO). For a complete listing of codes and their equivalent countries, visit http://www.iso.org/iso/english_country_names_and_code_elements.

6.3. Currency Codes

RoyaltyShare accepts 3-letter alphabetic codes (ISO 4217) for all currencies as defined by the International Organization for Standardization (ISO). For a complete listing of codes and their equivalent countries, visit http://www.iso.org/iso/support/currency_codes_list-1.htm.