



# Gospel Music Workshop of America, Inc.

## Guidelines for Song Submission (Submission Deadline – March 15, 2010)

**NEW for 2010: The preferred format for song submission is electronic, using MP3 or WAV format.** Songwriters wishing to have up to three songs reviewed for inclusion in the Performance Division (Mass, Men's, Women's, Youth/Youth Adult or Children's Choir and/or New Music Seminar) should submit the song(s) in MP3 or WAV format to the Minister of Music, Dr. Rodena Preston Williams, via e-mail at the following address:

gmwamusicsubmission@yahoo.com

### Electronic Submission Instructions

1. The body of the e-mail **must** contain the following information:

A. Songwriter Information

Songwriter's Name  
Songwriter's U.S. Mail Address  
Songwriter's E-Mail Address  
Songwriter's Phone Number  
Songwriter's GMWA Chapter Affiliation

B. Song Information

Name of Song(s) Submitted

C. Chapter Affiliation Verification

Name of Songwriter's Chapter Representative  
U.S. Mail Address of Songwriter's Chapter Representative  
E-Mail Address of Songwriter's Chapter Representative  
Phone Number of Songwriter's Chapter Representative

This information should be in the body of the e-mail and **not** as an attachment.

2. Failure to include all of the above information in the e-mail may result the rejection of the submission. (Songwriter's **must** be affiliated with a local chapter.)

3. Also, any submissions containing viruses will be rejected outright. All attachments should be virus-scanned before being submitted.

4. The MP3 or WAV file(s) must be attached to the e-mail

5. A separate lyric sheet (for each song submitted) must also be attached to the e-mail in MS Word or PDF format. If the song(s) has/have been scored, you may submit a PDF of the score in place of the lyric sheet(s).

(Upon receipt of a submission, a confirmation e-mail will be sent.)

### Traditional Submission Guidelines

If a songwriter is unable to submit electronically, he or she may submit by sending up to 3 songs on a CD or cassette tape, along with a lyric sheet or score of the music to the following address:

GMWA Performance Division  
6709 LaTijera Boulevard – Box 305  
Los Angeles, CA 90045

### For More Information

Should you have questions or concerns about the submission process (electronic or traditional), you may contact Dr. Rodena Preston Williams or (her assistant) Rev. Rodney Teal.

Dr. Preston Williams may be reached as follows:

Phone: 323.933.4230

E-mail: rodена88@earthlink.net. (Do NOT e-mail submissions to this address.)

Rev. Teal may be reached as follows:

Phone: 571.215.6039

E-mail: aceusca@yahoo.com (Do NOT e-mail submission to this address.)

### What's the status of my submission?

**Songwriters please note that if your song is selected for use in the Performance Division, Dr. Preston Williams will contact you.**

If you submit electronically, receipt of the confirmation e-mail acknowledging your submission assures that your song is being considered. Also note, that incomplete submission may result in your song being rejected, so be sure that your submission is **complete** before you click "send."

If you submit traditionally (via U.S. Mail), please send your materials "Return Receipt Requested" so that you may have confirmation of receipt at the La Tijera Boulevard address. (It is not fair to ask Dr. Preston Williams to search through hundreds of packages to locate your submission.)