

HOW TO SUBMIT OR REGISTER MUSIC

Why submit music to Nielsen Music?

Nielsen Music aggregates airplay. **By submitting your music for encoding with Nielsen, you ensure that all airplay is accurately tracked and reported**, before it feeds into Billboard's industry-standard charts that are used by major record labels, radio groups, and performing rights organizations in the US and Canada.

INSTRUCTIONS TO SUBMIT OR REGISTER MUSIC:

ELECTRONICALLY

Submit music through Nielsen's secure Virtual Encode website:

Email BDSMediaServices@nielsen.com with the subject line "Virtual Encode" to obtain a username and password.

In the body of the email, please include the following information:

- Your first & last name
- Company or label name
- Business phone #
- Primary email address

You will then receive login information and instructions via email.

Once logged-in, easily upload music as an MP3, using the following settings:

- Bit Rate: 128
- Frequency/Sample Rate: 44100
- Mode: Stereo
- No Artwork
- No ID3 Tagging

BY MAIL

Send all mixes of your single releases (preferably on CD or MP3) to:

Nielsen BDS
Attn: Media Services
8100 N.W. 101st Terrace
Kansas City, MO 64153

Click to fill out and mail us a [Media Information Form](#) or include the following information with your media:

- Your first & last name
- Company or label name
- Business phone #
- Primary email address
- Artist name
- Track listing (in order on a CD)
- Any additional important information

BY EMAIL

To register music by email:

Send MP3, .Wav files or links to media@bdskc.com

In the email, please include:

- Artist name, song title, company or label
- Do not attach artwork

Questions?

BDSMediaServices@nielsen.com