Bulk Upload Instructions (CSV based)

Updated 2023-09-18

**Change Log**

**2023-09-18**

- Removed ability to convey e*xclusive store*/*exclusive date*/*exclusive duration* [this must be done through the Symphonic platform front-end]

**Documentation**

**Please Read:** Before you begin using the bulk importer, it's imperative that you ensure that all your labels are added within your account first. If not, please reach out to https://support.symdistro.com/hc/en-us to get them added to your account.

After you have confirmed this, please upload one folder for each release listed on your csv. Each folder must contain your release assets; audio files in WAV format, and a release cover in JPG format sized at 3000x3000 (2000x2000 minimum). The names of the assets you include in the folder must match exactly on the csv, otherwise the import will fail.

Once your files are successfully uploaded, you can then upload the CSV (please make sure it's encoded using UTF-8 to ensure proper ingestion). Fields must be in the exact order as our example CSV, EG: CatalogNumber should always be in the 2nd column and UPCCode in the 4th column. A maximum of 20,000 rows per CSV accepted. Please reference the example CSV we have created.

Should you have any questions, please reach out https://support.symdistro.com/hc/en-us

Below is each field we support within the CSV and their details.

**Field Name**

**Details**

Action

Accepted value is “ADD”

Catalog Number

Please make sure Catalog Number is unique for each release under same label name

Release Name

Name of Release

UPC Code

Must be 12-13 digits. Put “GET” here if want us to generate a UPC for you automatically.

Artists

Names of the release artists. Example: artist1,artist2,artist3. If the release has various artists then enter “VARIOUS” here.

Label

Name of Label, before using bulk upload that label must be added under your SMS account

Main Genre

Main Genre of Release/Track. Please use from provided genre pairs. (See Genres.xlsx)

Genre

SubGenre of Release/Track. Please use from provided genre pairs. (See Genres.xlsx)

CoverFileName

Release Cover. Must be 2000x2000 jpg image. Please don’t use spaces/special characters within file names. A good approach would be name it after catalog. Example: NPR089.jpg

CopyrightYear

Copyright year of release. Example: 2013

PublishingYear

Publishing Year of Release. Example: 2013

CopyrightCompany

Name of copyright company. Will default to label name if left empty

PublishingCompany

Name of publishing company. Will default to label name if left empty

ExplicitContent

Accepted values are “Yes” or “No”

ReleaseDescription

Short bio about the release. Not used by most stores/partners.

ReleaseDate

General release date. Must be in MM/DD/YYYY format. Example: 11/30/2013 (Note: if you using ExclusiveStore, the ReleaseDate needs to equal the ExclusiveDate + ExclusiveDuration)

iTunesPreOrderDate

iTunes Pre Order Date. Must be in MM/DD/YYYY format. Example: 11/30/2013

Territories

Territories an album should be released to. Put “WW” if you want to release it Worldwide or put comma separated short codes (please use provided short codes see Territories.csv). If you provide custom territories album will be released to all territories except the ones you provide. Example: US,UK (if you want to exclude United Kingdom and United States)

Stores

Put “ALL” here if you want to send to all partners. OR you can put comma separated list of stores. Example: Beatport,iTunes (please use store names from provided Stores.csv)

Track Number

Number of tracks within the release.

TrackAudioFile

Name of the audio file. We accept wav, aiff or FLAC. (Note: MP3 not recommended)

Track Artist

Comma separated names of primary artists. Example: artist1,artist2,artist3 (Note: maximum of 6 allowed)

Featuring

Comma separated names of featured artists. Example: artist1,artist2,artist3 (Note: maximum of 6 allowed)

Remixer

Comma separated names of remixers. Example: remixer1,remixer2,remixer3 (Note: maximum of 6 allowed)

Track Name

Track Mix Version

Track ISRC

Must be a valid ISRC Code. Put “GET” here if want us to generate a ISRC Code for you automatically.

AlbumOnly

RecordingYear

Producer

Composer

Only put composers if the genre is Classical or Soundtrack.

Songwriter

AlbumPriceTier

Album Price Tier: We accept iTunes pricing tiers, each tier is coded, and you’ll have to provide code for price tier you want to set. See price tier codes table below for all price codes.

By default we've chosen "Front" for your product which means that your release will be priced at the highest price or the new release price. If you'd like a medium price for your product, you can select "Mid" and if you'd like the lowest price for your product, you may select "Back" which will price it at the lowest or otherwise known as the Back Catalog price.

TrackPriceTier

Similar to the Album Price tier, we've chosen "Front" for your product which means that your track will be priced at the highest price or the new track price. If you'd like a medium price for your track, you can select "Mid" and if you'd like the lowest price for your track, you may select "Back" which will price it at the lowest or otherwise known as the Back Catalog price. iTunes begins at 1.29, then .99, and lastly .69.

Track Price Tier: possible values are “F”,”B” and “M”. Put “F” for Front, “B” for Back and “M” for MID pricing.

You can provide TrackPriceTier at track level as well.

VocalLanguage

This signifies if there are vocals on the track or if it is instrumental. For instrumental tracks use the code ZXX. For any other language, use the language code provided in the supporting language table below.

**Accepted Album Price Tiers**

**Price Tier Code**

**Price Tier**

D45

Digital 45

MEP

Mini EP

EP

EP

MA2

Mini Album Two

MA1

Mini Album One

BT1

Budget One

BT2

Budget Two

B

Back

M

Mid

F

Mid/Front

F1

Front One

F2

Front Two

FP

Front/Plus

D1

Deluxe One

D2

Deluxe Two

D3

Deluxe Three

D4

Deluxe Four

Vocal Language List

Use the appropriate language code for the language of the vocals on the song. Use zxx for songs that are instrumental, or have no vocals.

**Language Code**

**Language**

aa

Afar

ab

Abkhazian

ae

Avestan

af

Afrikaans

ak

Akan

am

Amharic

an

Aragonese

ar

Arabic

as

Assamese

av

Avaric

ay

Aymara

az

Azerbaijani

ba

Bashkir

be

Belarusian

bg

Bulgarian

bh

Bihari languages

bi

Bislama

bm

Bambara

bn

Bengali

bo

Tibetan

br

Breton

bs

Bosnian

ca

Catalan; Valencian

ce

Chechen

ch

Chamorro

co

Corsican

cr

Cree

cs

Czech

cu

Church Slavic

cv

Chuvash

cy

Welsh

da

Danish

de

German

dv

Divehi; Maldivian

dz

Dzongkha

ee

Ewe

el

Greek, Modern

en

English

eo

Esperanto

es

Spanish; Castilian

et

Estonian

eu

Basque

fa

Persian

ff

Fulah

fi

Finnish

fj

Fijian

fo

Faroese

fr

French

fy

Western Frisian

ga

Irish

gd

Gaelic; Scottish Gaelic

gl

Galician

gn

Guarani

gu

Gujarati

gv

Manx

ha

Hausa

he

Hebrew

hi

Hindi

ho

Hiri Motu

hr

Croatian

ht

Haitian; Haitian Creole

hu

Hungarian

hy

Armenian

hz

Herero

ia

Interlingua

id

Indonesian

ie

Interlingue; Occidental

ig

Igbo

ii

Sichuan Yi; Nuosu

ik

Inupiaq

io

Ido

is

Icelandic

it

Italian

iu

Inuktitut

ja

Japanese

jv

Javanese

ka

Georgian

kg

Kongo

ki

Kikuyu; Gikuyu

kj

Kuanyama; Kwanyama

kk

Kazakh

kl

Kalaallisut; Greenlandic

km

Central Khmer

kn

Kannada

ko

Korean

kr

Kanuri

ks

Kashmiri

ku

Kurdish

kv

Komi

kw

Cornish

ky

Kirghiz; Kyrgyz

la

Latin

lb

Luxembourgish; Letzeburgesch

lg

Ganda

li

Limburgan; Limburger; Limburgish

ln

Lingala

lo

Lao

lt

Lithuanian

lu

Luba-Katanga

lv

Latvian

mg

Malagasy

mh

Marshallese

mi

Maori

mk

Macedonian

ml

Malayalam

mn

Mongolian

mr

Marathi

ms

Malay

mt

Maltese

my

Burmese

na

Nauru

nb

Bokmål, Norwegian; Norwegian

nd

Ndebele, North; North Ndebele

ne

Nepali

ng

Ndonga

nl

Dutch; Flemish

nn

Norwegian Nynorsk; Nynorsk, Norwegian

no

Norwegian

nr

Ndebele, South; South Ndebele

nv

Navajo; Navaho

ny

Chichewa; Chewa; Nyanja

oc

Occitan (post 1500); ProvenÃ§al

oj

Ojibwa

om

Oromo

or

Oriya

os

Ossetian; Ossetic

pa

Panjabi; Punjabi

pi

Pali

pl

Polish

ps

Pushto; Pashto

pt

Portuguese

qu

Quechua

rm

Romansh

rn

Rundi

ro

Romanian; Moldavian; Moldovan

ru

Russian

rw

Kinyarwanda

sa

Sanskrit

sc

Sardinian

sd

Sindhi

se

Northern Sami

sg

Sango

si

Sinhala; Sinhalese

sk

Slovak

sl

Slovenian

sm

Samoan

sn

Shona

so

Somali

sq

Albanian

sr

Serbian

ss

Swati

st

Sotho, Southern

su

Sundanese

sv

Swedish

sw

Swahili

ta

Tamil

te

Telugu

tg

Tajik

th

Thai

ti

Tigrinya

tk

Turkmen

tl

Tagalog

tn

Tswana

to

Tonga (Tonga Islands)

tr

Turkish

ts

Tsonga

tt

Tatar

tw

Twi

ty

Tahitian

ug

Uighur; Uyghur

uk

Ukrainian

ur

Urdu

uz

Uzbek

ve

Venda

vi

Vietnamese

vo

Volapük

wa

Walloon

wo

Wolof

xh

Xhosa

yi

Yiddish

yo

Yoruba

za

Zhuang; Chuang

zh

Chinese

zu

Zulu

zxx

ZXX (Instrumental)