

Simple Feature Agreement

Date: _____

Parties

The artist who owns the song (Host):

Name: _____

Legal name: _____

Email or phone: _____

The artist performing the feature (Featured artist):

Name: _____

Legal name: _____

Email or phone: _____

The song

Song title: _____

Working title: _____

Producer(s): _____

Length and BPM: _____

What the feature delivers

Check everything that applies and fill in the details.

- ☐ Verse, about _____ bars
- ☐ Hook or chorus, about _____ bars
- ☐ Bridge or other part: _____
- ☐ Ad libs and background vocals
- ☐ Other: _____

The Featured artist will deliver the part recorded, tuned if needed, and comped (best takes picked and edited into one clean performance).

Files to deliver:

- ☐ Dry files (no effects, no processing)
- ☐ Processed files (with the Featured artist's own vocal chain)
- ☐ Session file or trackout: _____
- ☐ Lyrics as text

Sample rate and bit depth: _____

Delivered to (email, drive link or folder): _____

Payment (choose one)

Option A: Flat fee

Fee: \$ _____

Paid how (transfer, app, cash): _____

Paid when: _____ % up front, _____ % on delivery

Option B: Split

Featured artist's share of the composition: _____ %

Featured artist's share of the master: _____ %

Attach a signed split sheet.

Option C: No fee and no split (trade or favor). Both parties initial here: _____ /

Delivery date and format

Delivery date: _____

If the Featured artist misses this date by more than _____ days, the Host can cancel and get any up-front payment back.

Revisions

The Host can ask for up to _____ rounds of changes to the performance at no extra cost. Changes beyond that are \$ _____ per round or a new agreement.

A round of changes means notes sent together in one message. Re-recording the whole part with a new approach counts as a new agreement, not a revision.

Credit

The Featured artist will be credited as: _____

The song title will appear as: _____ (for example, "Song Title (feat. Name)")

The credit appears on: streaming metadata, the cover art if any names are listed, and the video if there is one.

Final mix approval

The final mix is approved by:

- ☐ The Host alone
- ☐ Both parties

The Featured artist gets to hear the final mix before release: yes / no

Ownership

The Host owns the master recording of the song, including the Featured artist's performance, unless a split is listed above.

The Featured artist keeps the right to be credited and to be paid whatever is agreed above.

The Featured artist will not release the part on its own or on another song.

Videos and promotion

The Host can use the Featured artist's name, likeness and the recording in:

- ☐ The music video
- ☐ Social posts and clips
- ☐ Ads for the song
- ☐ Live performance footage

The Featured artist can post clips of the song and the session after the release date: yes / no

Anything the Featured artist does not want used:

Cancellation

Either party can cancel in writing before the part is delivered.

If the Host cancels, the Featured artist keeps any up-front payment.

If the Featured artist cancels, any up-front payment is returned within _____ days.

After delivery, the Host can choose not to release the song, but the fee is still owed.

Signatures

Host

Signature: _____ Date: _____

Featured artist

Signature: _____ Date: _____

Each party keeps a signed copy.

This template is a starting point, not legal advice. For anything you cannot afford to lose, have a lawyer read it.

kollabme.com/templates/feature-agreement/