

# CSV Bulk Import Documentation

Updated 2025-02-10

## Change Log

### 2025-02-10

- Added support to declare “AI Disclosure” for cover art and stereo audio

### 2024-12-05

- Removed support for the language “Bihari Languages”
- Included support for languages: “Bhojpuri”, “Magahi”, and “Maithili”

### 2024-10-24

- Flexible CSV structure defining required and optional columns for compatibility ease. Allows CSV columns to be in any order as long as required columns are present.
- Added support for Performer Role, Performer Name, P&E Role, P&E Name

### 2023-09-18

- Removed ability to convey *exclusive store/exclusive date/exclusive duration* (this must be done through the Symphonic front-end)

## Instructions

### Pre-Upload Requirements

Before using the bulk importer, ensure the labels your releases belong to exist on your account. If not, reach out to [Symphonic Support](#) to get your labels set up.

Connect to our FTP with the credentials we provided you. If you cannot connect for any reason, reach out to [Symphonic Support](#) to resolve your issue.

Once connected, upload your releases following the structure outlined ahead.

### File Preparation

- For each release listed on your CSV, upload a corresponding folder that contains the release assets
- Each folder must be named as the release’s catalog number (no spaces allowed)
- File names for audio/art assets cannot contain spaces/special characters

Each folder must include:

- **Audio Files:** WAV, FLAC, or AIFF format
- **Release Cover:** JPG format, sized at 3000x3000 (minimum 2000x2000). RGB colorspace.

- Example: 2 track release structure  
NPR001
  - track\_1.wav
  - track\_2(remix).wav
  - albumArt.jpg

Ensure that the names of the files in the folder match exactly with the names in the CSV; otherwise the import will fail.

## CSV Preparation

Once your files are uploaded, you can upload your CSV file.

Column order is flexible as we look for the column header rather than the column position. While our documentation and examples group columns in the most sensical structure, you can structure your CSV how you see fit (EG: Adding new columns to the end of your current CSV layout for quick adoption).

Refer to the CSVs on the import page to get up-to-date supplemental input values like genres, contributors, partners, and territories.

CSVs must adhere to:

- **Formatting:** Ensure the CSV and its data is encoded using the UTF-8 format
- **Maximum Rows per CSV:** 20,000 rows

If you have any questions, please contact [Symphonic Support](#)

## Import Releases

Once you've uploaded your release folders into the FTP go to Distribute>Bulk Import (CSV) to import. Once imported you'll see your releases under Distribute>Releases.

## Errors

We run multiple validations when importing your CSV to make sure the structure and data is correctly formatted. It can be difficult to pinpoint the issue so if you run into an error review the following possibilities

- Missing required columns and their data
- Column headers named incorrectly
- Data formatted in a non UTF-8 format
- Expected values provided improperly (EG: UPC column stating "PULL" instead of "GET")

## Documentation

We support a flexible CSV structure where columns and their data may or may not be required. This allows Symphonic to add new field support without requiring you to adopt new fields until you're ready.

- We denote if a column is required, optional, or deprecated in the CSV to successfully import
  - **Required:** These columns must be present with data populated in every cell or the CSV will error on ingestion.

- **Optional:** These columns can be present if you choose. Data can be populated per cell at your discretion.  
**NOTE:** Some columns, while optional for CSV import, will still be required to submit a release on Symphonic. This will require you to populate the data in the front-end if not provided via CSV.
- **Deprecated:** No longer supported. We do not use this data to construct releases. Over time these fields will not be accepted and if they exist the CSV import will fail. Listed at the end of the sheet.

## CSV Fields and Details

| Field Name       | Details                                                                                                                                                                                                                                                                                                  |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action           | <i>Required</i><br>Accepted value is "ADD".                                                                                                                                                                                                                                                              |
| Catalog Number   | <i>Required</i><br>The label's unique identifier for record keeping purposes. Generally starts with an abbreviation with incrementing numeration "SYM001", "SYM002", etc.<br><i>Note:</i> Catalog Number needs to be unique for each release within an account. Must be an uppercase alphanumeric value. |
| CoverFileName    | <i>Required</i><br>Release Artwork. Must be at least 2000x2000 jpg image. We recommend naming it after the catalog. EG: NPR089.jpg                                                                                                                                                                       |
| Cover Art AI Use | <i>Optional</i><br>Indicate how much of the cover art was created using artificial intelligence (AI).<br><i>Accepted Values:</i> "All", "Some", or "None".                                                                                                                                               |
| Release Name     | <i>Required</i><br>Name of your Release.                                                                                                                                                                                                                                                                 |
| UPC Code         | <i>Required</i><br>Unique identifier for the release. We accept both UPC & EAN codes in this field. UPCs: 12 digits. EAN: you one. 13 digits.<br><i>Note:</i> If you don't have a UPC issued for this release already, then use the value "GET" for Symphonic to provide                                 |
| Artists          | <i>Required</i><br>Primary artists that appear at the release level.<br><i>Note:</i> Artist names must be comma separated. EG: artist1,artist2,artist3. If the release has various artists then enter the value "VARIOUS".                                                                               |
| Label            | <i>Required</i><br>Name of the label the release is associated with.<br><i>Note:</i> The label must exist under your account in our system before uploading the release.                                                                                                                                 |
| CopyrightYear    | <i>Required</i><br>Copyright year of release. EG: 2013                                                                                                                                                                                                                                                   |

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CopyrightCompany   | <p><i>Required</i></p> <p>Name of copyright company.</p> <p><i>Note:</i> Will default to label name if left empty.</p>                                                                                                                                                                                                                                                                                                                                              |
| PublishingYear     | <p><i>Required</i></p> <p>Publishing year of release. EG: 2013</p>                                                                                                                                                                                                                                                                                                                                                                                                  |
| PublishingCompany  | <p><i>Required</i></p> <p>Name of publishing company.</p> <p><i>Note:</i> Will default to label name if left empty.</p>                                                                                                                                                                                                                                                                                                                                             |
| ReleaseDate        | <p><i>Required</i></p> <p>The date your release is available at selected DSPs. Must be in <b>MM/DD/YYYY</b> format. EG: 11/30/2013</p>                                                                                                                                                                                                                                                                                                                              |
| iTunesPreOrderDate | <p><i>Optional</i></p> <p>The date your release is available for pre-purchase and preview on applicable DSPs (not just iTunes) before the official release date. Must be in <b>MM/DD/YYYY</b> format. EG: 11/30/2013</p>                                                                                                                                                                                                                                            |
| Territories        | <p><i>Required</i></p> <p>The territories your release will be available for. We recommend setting your territory to World Wide release for maximum coverage (denoted by "<b>WW</b>") If you must declare territories individually due to legal restrictions then use comma separated ISO codes (provided in Territories.csv). The territories you list will be the only territories your release will be available for.</p>                                        |
| Stores             | <p><i>Required</i></p> <p>The partners your release will be available on. We recommend setting your stores to all partners for maximum coverage (denoted by "<b>ALL</b>"). If you must declare partners individually due to legal restrictions then use comma separated partners (EG: Beatport,iTunes. Provided in Stores.csv). The partners you list will be the only partners your release will be available for.</p>                                             |
| AlbumPriceTier     | <p><i>Required</i></p> <p>We accept iTunes pricing tiers (see price tier codes table below for all price codes). By default we chose "Front" 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 select "Mid", and if you'd like the lowest price for your product select "Back" which will price it at the lowest price.</p>                                                 |
| TrackPriceTier     | <p><i>Required</i></p> <p>We accept iTunes pricing tiers. By default we chose "Front" 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 select "Mid", and if you'd like the lowest price for your track select "Back". iTunes begins at \$1.29, then \$0.99, and lastly \$0.69. <i>Accepted Values:</i> Put "<b>F</b>" for Front, "<b>B</b>" for Back and "<b>M</b>" for MID.</p> |
| Track Number       | <p><i>Required</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                     |                                                                                                                                                                                                                                                              |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                     | Track number of the song on the album.                                                                                                                                                                                                                       |
| TrackAudioFile      | <i>Required</i><br>Name of the audio file, EG: "track01.wav".                                                                                                                                                                                                |
| Stereo Audio AI Use | <i>Optional</i><br>Indicate how much of the stereo audio was created using artificial intelligence (AI).<br><i>Accepted Values:</i> "All", "Some", or "None".                                                                                                |
| Track Name          | <i>Required</i><br>Name of the track.                                                                                                                                                                                                                        |
| Track Mix Version   | <i>Optional</i><br>Mix version for non-original track versions. Don't include parenthesis.<br>EG: Remastered, Live, Remixes, etc.                                                                                                                            |
| Track ISRC          | <i>Required</i><br>A unique identifier for the track level.<br><i>Note:</i> If you don't have an ISRC issued for this track already, then use the value "GET" for us to automatically provide you one.                                                       |
| Track Artist        | <i>Required</i><br>Comma separated names of primary artists.<br>EG: artist1,artist2,artist3                                                                                                                                                                  |
| Featuring           | <i>Optional</i><br>Comma separated names of featured artists.<br>EG: artist1,artist2,artist3                                                                                                                                                                 |
| Remixer             | <i>Optional</i><br>Comma separated names of remixers.<br>EG: remixer1,remixer2,remixer3                                                                                                                                                                      |
| VocalLanguage       | <i>Required</i><br>This signifies if there are vocals on the track or if it is instrumental.<br><i>Accepted Values:</i> For instrumental tracks use the code "ZXX". For any other language, use the language code provided in the Vocal Language List below. |
| ExplicitContent     | <i>Required</i><br>Explicit status of a track.<br><i>Accepted values:</i> "Yes" / "No"                                                                                                                                                                       |
| Main Genre          | <i>Required</i><br>Main music genre of the release/track.<br><i>Note:</i> Use from provided genre pairs. (See Genres.csv)                                                                                                                                    |
| Genre               | <i>Required</i><br>Sub music genre of the release/track.<br><i>Note:</i> Use from provided genre pairs. (See Genres.csv)                                                                                                                                     |
| RecordingYear       | <i>Required</i><br>Year the track was recorded.                                                                                                                                                                                                              |

|                |                                                                                                                                                                                                                                                                                             |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Producer       | <i>Optional</i><br>Contributor name with the role of “Producer”.                                                                                                                                                                                                                            |
| Composer       | <i>Optional</i><br>Contributor name with the role of “Composer”.                                                                                                                                                                                                                            |
| Songwriter     | <i>Optional</i><br>Contributor name with the role of “Songwriter”.                                                                                                                                                                                                                          |
| Performer Role | <i>Optional (requires Performer Name column)</i><br>Contributor roles within the role group of “Performer” (provided in Contributors.csv where RoleType=Performers).<br><i>Note:</i> You must include a value in the column “Performer Name” as well. Only one performer allowed per track. |
| Performer Name | <i>Optional (requires Performer Role column)</i><br>Contributor name associated with the provided “Performer” role.<br><i>Note:</i> You must include a value in the column “Performer Role” as well. Only one performer allowed per track.                                                  |
| P&E Role       | <i>Optional (requires P&amp;E Name column)</i><br>Contributor roles within the role group of “P&E” (provided in Contributors.csv where RoleType=Production & Engineering).<br><i>Note:</i> You must include a value in the column “P&E Name” as well. Only one performer allowed per track. |
| P&E Name       | <i>Optional (requires P&amp;E Role column)</i><br>Contributor name associated with the provided “P&E” role.<br><i>Note:</i> You must include a value in the column “P&E Role” as well. Only one performer allowed per track.                                                                |

## Deprecated CSV Fields and Details

These fields do not cause an error if they exist in a CSV but they will not be read or used in any way on Symphonic. Remove their inclusion in your CSV as Symphonic will drop their acceptance in the future.

| Field Name         | Details                                                                                                                                                   |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| ReleaseDescription | <i>Deprecated</i><br>Short bio about the release. Not used by most DSPs.                                                                                  |
| AlbumOnly          | <i>Deprecated</i><br>Does not allow track purchase alone, requires full release purchase to get track.<br>Accepted Values: “ <b>Yes</b> ” / “ <b>No</b> ” |

## Price Tier Codes

Price tiers with their respective code to use when formatting your CSV.

| Price Tier | Price Tier Code |
|------------|-----------------|
| Digital 45 | D45             |

|                |     |
|----------------|-----|
| Mini EP        | MEP |
| EP             | EP  |
| Mini Album Two | MA2 |
| Mini Album One | MA1 |
| Budget One     | BT1 |
| Budget Two     | BT2 |
| Back           | B   |
| Mid            | M   |
| Mid/Front      | F   |
| Front One      | F1  |
| Front Two      | F2  |
| Front/Plus     | FP  |
| Deluxe One     | D1  |
| Deluxe Two     | D2  |
| Deluxe Three   | D3  |
| Deluxe Four    | D4  |

## Vocal Language List

Languages with their respective code to use when formatting your XML.

| Language                            | Language Code |
|-------------------------------------|---------------|
| Instrumental (has no vocal content) | zxx           |
| Abkhazian                           | ab            |
| Afar                                | aa            |
| Afrikaans                           | af            |
| Akan                                | ak            |
| Albanian                            | sq            |
| Amharic                             | am            |
| Arabic                              | ar            |
| Aragonese                           | an            |
| Armenian                            | hy            |

|                              |     |
|------------------------------|-----|
| Assamese                     | as  |
| Avaric                       | av  |
| Avestan                      | ae  |
| Aymara                       | ay  |
| Azerbaijani                  | az  |
| Bambara                      | bm  |
| Bashkir                      | ba  |
| Basque                       | eu  |
| Belarusian                   | be  |
| Bengali                      | bn  |
| Bhojpuri                     | bho |
| Bihari languages             | bh  |
| Bislama                      | bi  |
| Bokmål, Norwegian; Norwegian | nb  |
| Bosnian                      | bs  |
| Breton                       | br  |
| Bulgarian                    | bg  |
| Burmese                      | my  |
| Catalan; Valencian           | ca  |
| Central Khmer                | km  |
| Chamorro                     | ch  |
| Chechen                      | ce  |
| Chichewa; Chewa; Nyanja      | ny  |
| Chinese                      | zh  |
| Church Slavic                | cu  |
| Chuvash                      | cv  |
| Cornish                      | kw  |
| Corsican                     | co  |
| Cree                         | cr  |



|                         |    |
|-------------------------|----|
| Croatian                | hr |
| Czech                   | cs |
| Danish                  | da |
| Divehi; Maldivian       | dv |
| Dutch; Flemish          | nl |
| Dzongkha                | dz |
| English                 | en |
| Esperanto               | eo |
| Estonian                | et |
| Ewe                     | ee |
| Faroese                 | fo |
| Fijian                  | fj |
| Finnish                 | fi |
| French                  | fr |
| Fulah                   | ff |
| Gaelic; Scottish Gaelic | gd |
| Galician                | gl |
| Ganda                   | lg |
| Georgian                | ka |
| German                  | de |
| Greek, Modern           | el |
| Guarani                 | gn |
| Gujarati                | gu |
| Haitian; Haitian Creole | ht |
| Hausa                   | ha |
| Hebrew                  | he |
| Herero                  | hz |
| Hindi                   | hi |
| Hiri Motu               | ho |

|                          |    |
|--------------------------|----|
| Hungarian                | hu |
| Icelandic                | is |
| Ido                      | io |
| Igbo                     | ig |
| Indonesian               | id |
| Interlingua              | ia |
| Interlingue; Occidental  | ie |
| Inuktitut                | iu |
| Inupiaq                  | ik |
| Irish                    | ga |
| Italian                  | it |
| Japanese                 | ja |
| Javanese                 | jv |
| Kalaallisut; Greenlandic | kl |
| Kannada                  | kn |
| Kanuri                   | kr |
| Kashmiri                 | ks |
| Kazakh                   | kk |
| Kikuyu; Gikuyu           | ki |
| Kinyarwanda              | rw |
| Kirghiz; Kyrgyz          | ky |
| Komi                     | kv |
| Kongo                    | kg |
| Korean                   | ko |
| Kuanyama; Kwanyama       | kj |
| Kurdish                  | ku |
| Lao                      | lo |
| Latin                    | la |
| Latvian                  | lv |

|                                       |     |
|---------------------------------------|-----|
| Limburgan; Limburger; Limburgish      | li  |
| Lingala                               | ln  |
| Lithuanian                            | lt  |
| Luba-Katanga                          | lu  |
| Luxembourgish; Letzeburgesch          | lb  |
| Macedonian                            | mk  |
| Magahi                                | mag |
| Maithili                              | mai |
| Malagasy                              | mg  |
| Malay                                 | ms  |
| Malayalam                             | ml  |
| Maltese                               | mt  |
| Manx                                  | gv  |
| Maori                                 | mi  |
| Marathi                               | mr  |
| Marshallese                           | mh  |
| Mongolian                             | mn  |
| Nauru                                 | na  |
| Navajo; Navaho                        | nv  |
| Ndebele, North; North Ndebele         | nd  |
| Ndebele, South; South Ndebele         | nr  |
| Ndonga                                | ng  |
| Nepali                                | ne  |
| Northern Sami                         | se  |
| Norwegian                             | no  |
| Norwegian Nynorsk; Nynorsk, Norwegian | nn  |
| Occitan (post 1500); Provençâl        | oc  |
| Ojibwa                                | oj  |
| Oriya                                 | or  |

|                               |    |
|-------------------------------|----|
| Oromo                         | om |
| Ossetian; Ossetic             | os |
| Pali                          | pi |
| Panjabi; Punjabi              | pa |
| Persian                       | fa |
| Polish                        | pl |
| Portuguese                    | pt |
| Pushto; Pashto                | ps |
| Quechua                       | qu |
| Romanian; Moldavian; Moldovan | ro |
| Romansh                       | rm |
| Rundi                         | rn |
| Russian                       | ru |
| Samoan                        | sm |
| Sango                         | sg |
| Sanskrit                      | sa |
| Sardinian                     | sc |
| Serbian                       | sr |
| Shona                         | sn |
| Sichuan Yi; Nuosu             | ii |
| Sindhi                        | sd |
| Sinhala; Sinhalese            | si |
| Slovak                        | sk |
| Slovenian                     | sl |
| Somali                        | so |
| Sotho, Southern               | st |
| Spanish; Castilian            | es |
| Sundanese                     | su |
| Swahili                       | sw |

|                       |    |
|-----------------------|----|
| Swati                 | ss |
| Swedish               | sv |
| Tagalog               | tl |
| Tahitian              | ty |
| Tajik                 | tg |
| Tamil                 | ta |
| Tatar                 | tt |
| Telugu                | te |
| Thai                  | th |
| Tibetan               | bo |
| Tigrinya              | ti |
| Tonga (Tonga Islands) | to |
| Tsonga                | ts |
| Tswana                | tn |
| Turkish               | tr |
| Turkmen               | tk |
| Twi                   | tw |
| Uighur; Uyghur        | ug |
| Ukrainian             | uk |
| Urdu                  | ur |
| Uzbek                 | uz |
| Venda                 | ve |
| Vietnamese            | vi |
| Volapük               | vo |
| Walloon               | wa |
| Welsh                 | cy |
| Western Frisian       | fy |
| Wolof                 | wo |
| Xhosa                 | xh |

|                |    |
|----------------|----|
| Yiddish        | yi |
| Yoruba         | yo |
| Zhuang; Chuang | za |
| Zulu           | zu |