Song Requesting Guidelines for DJs/Show hosts

1. Please ONLY use the online song request form. Paper/email requests will be met with a response directing you to the online form.

2. Before requesting, check out our 50,000+ song library, we have lots of good options to browse.
   a. If you want to sort by genre, here are some handy shortcut codes:
      i. POP - POP
      ii. IND - INDIE/ALTERNATIVE
      iii. CRK - CLASSIC ROCK
      iv. URB - RHYTHM - URBAN - HIPHOP
      v. ALT - CLASSIC ALTERNATIVE
      vi. COW - COUNTRY
      vii. MET - METAL
      viii. EDM - EDM
      ix. JAZ - JAZZ
      x. EDM - ELECTRONIC DANCE MUSIC

3. Please check the Wide-Orbit Music library before requesting, we may already have the song you are looking for.
   a. Please come in anytime to search the database.
      i. If the main studio is occupied feel free to use Burg 2. We are always willing to help.
   b. When searching for songs on WO, be conscious of special symbols that are in song/artist names (Ex: "ACDC" vs "AC-DC" yields different results)
   c. Be persistent with searching, it can be very particular.

4. Limit suggestions to 10 songs a month, or 5 songs bi-weekly per radio show.

5. Song requests represent a monetary investment by 88.1 The 'Burg. Songs you request must be able to be played outside of your show, so please make our investments worth it.

6. If requesting a song longer than 6 minutes, you must schedule a meeting with PD and/or MD for permission.

7. We expect that songs you request will be played multiple times by you on your show.

8. Song suggestions are reviewed at the end of each week. Please allow us time to process the requests in a timely manner, and plan any time-sensitive requests ahead of time.