Font is Calibri (16 or 18pt ideally) but all on one page

**Song Title**

**Band**

(This is in a text box

and can be moved around – there should be no visible border**)**

Narrow Margins

Single line spacing

Small gap between verse / chorus / middle 8 etc - maybe 8 – 10pt?

*If feasible, put the choruses in italics and indented slightly*

*You can use the tab button for the indent*

Chords are in-line, **bold** **red font** and enclosed by brackets

**[C] – normal playing**

**<[C]> - single strum**

**[C]** ///|////| **- if instrumental (this is 2 bars)**

Intro

**[C]** ///|////|

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

*Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

 *Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

 *Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

 *Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

Verse Verse Verse **[C]** Verse Verse Verse Verse **[C]** Verse

*Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

 *Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

 *Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

 *Chorus Chorus* ***[C]*** *Chorus Chorus Chorus Chor****-[C]-****us Chorus Chorus*

Ideally upload initially as a pdf – as everyone can access them and it retains the formatting. Hold onto the word version though as it’s easier to amend that later if necessary.



Put chord pictures in a box

Versions of the chords can be accessed [here](https://drive.google.com/open?id=11c3ZyfEzujbZNQ7Ac2MyZOt5DTSJG1eW)

Download them and insert them in the document

There should be no visible border

 **Youtube link in a box somewhere – no visable border**

**Youtube link** (This is in a text box and can be moved around**)**