Stem delivery checklist

Make the next handoff easy to open and understand.

Artist / title / BPM / key

Recipient / deadline / delivery link

Requested format / sample rate / bit depth

Exports included / versions / stem list

Checks: common start, tails, clipping, file names

Reference mix / notes / recipient confirmation

BEFORE YOU CLOSE THE SESSION

1. Confirm the recipient's export requirements before bouncing.
2. Use consistent names and the same start point for aligned files.
3. Open the exported files and check the delivery folder.