

ARTHUR MARTINEZ

MIXER · MIX FILE PREP SHEET

Please read this document carefully before delivering your files. A properly prepared session is the single biggest factor in getting the best mix possible. These instructions exist to protect your vision and give me everything I need to take it further.

1 · BEFORE YOU EXPORT

Get your session to where you want it to sound

My job is to take your vision further — to give your music the sound you're hearing in your head. The closer your session is to that place before you send it, the better the result. If your editing, tuning, arrangement, and sound design are in a good place, I can focus entirely on the mix. If there are still things you're unsure about, reach out before sending — I'm happy to talk through it.

Create a dedicated mix copy

- Duplicate your project and name it: **Song Title – FOR MIX**
- Work only in this copy. Keep your original session untouched.
- Turn off any master bus limiter you're using only for volume control — do not print stems through it. If you have one, include a screenshot showing the settings.

Name your tracks clearly

Every track must have a name I can understand at a glance. I need to be able to open your session and immediately know what every track is.

✗ NOT THIS	✓ USE THIS
Audio 1	Kick
Audio 2	Snare Top
Instrument 1	Piano
weird sfx	Synth Pad
Gtr	Guitar L / Guitar R
vox2	Lead Vox / Lead Vox Dbl

Use numbers for doubles and layers: Lead Vox, Lead Vox Dbl, BGV 1, BGV 2. For stereo instruments, use L / R labels.

2 · STEMS — WHAT TO PRINT AND HOW

Stems must be printed through all processing that defines the sound — inserts, sends, parallel processing, bus processing, and effects. Exporting raw audio without your processing does not work. When I import all your stems into a blank session, they should match your rough mix closely.

Test before sending: import all stems into a new blank session, sum them, and compare to your reference mix. They should be very close.

STEM TYPE	WHAT TO PRINT	NOTES
Instruments	Print every track individually, fully processed (including all inserts and fx sends).	No group stems like 'All Guitars.' Each track on its own. Exception: strings/horns/pads that are all doing the exact same part with no counter-melody can be bounced as one stereo stem.
Background Vocals	Print each BG stack fully processed (including reverb, delay, modulation).	Also include a dry version of each stack — dry processing like EQ is fine, but no time-based or modulation effects.

Lead Vocal	Print three versions: (1) Fully processed wet, (2) Dry, (3) FX return only.	<i>The FX return is the signal of just the effects — reverb, delay, modulation. No other vocals mixed in. If you're sharing an fx bus with other tracks, isolate it for the lead vocal only.</i>
Drums / Percussion	Print each element individually, fully processed.	<i>Kick, Snare Top, Snare Bottom, Hi-Hat, Toms, Overheads, Room, etc. Separate tracks — not a single drum bus bounce.</i>
Bass	Print fully processed.	<i>If you have a DI and an amp/processed version, include both.</i>

3 · ROUGH MIX (REQUIRED)

Your rough mix is the most important file you send me. It tells me where you're trying to go. Include the most recent version that you and everyone involved has been listening to and approving.

- Export a full stereo bounce at your session's sample rate and bit depth.
- Name it: **Song Title – REF MIX.wav**
- Make sure it's in sync with your stems — same start point.
- If your master chain has a limiter for playback volume only, bounce the ref mix through it so I hear what you hear, but do not print stems through it.

4 · FOLDER STRUCTURE & FILE NAMING

Master folder name:

Artist – Song Title – BPM – Key – Sample Rate / Bit Depth

Example: Valentina – Fuego – 96bpm – Cm – 48k24bit

Inside the master folder:

FOLDER	CONTENTS
Wet Stems	All fully processed stems (instruments, drums, bass, BGVs, lead vocal wet)
Dry Stems	Dry versions of lead vocal and BGVs
FX Returns	FX return of lead vocal (reverb, delay, modulation signal only)
Ref Mix	Your stereo reference mix — Song Title – REF MIX.wav

Individual stem file naming:

Name every file as: **SongTitle – Stem – TrackName**

Examples: Fuego – Stem – Kick · Fuego – Stem – Lead Vox Dry · Fuego – Stem – Guitar R · Fuego – Stem – Lead Vox FX Return

5 · DELIVERY

Zip your master folder and send it via the link I provide. Please confirm with me before sending so I know to expect the files and can confirm the correct upload destination.

- Format: WAV, 24-bit minimum. 32-bit float is fine.
- Sample rate: match your session — do not convert.
- Zip the entire master folder before uploading.
- Send one project at a time unless we've agreed otherwise.

6 · CHECKLIST BEFORE YOU SEND

Session

- Created a dedicated mix copy of the project
- All editing, comping, timing, and tuning is finished
- All track names are clear and readable — no 'Audio 1' or generic names
- Master bus limiter turned off (screenshot included if applicable)

Stems

- All stems printed through full processing (inserts, sends, bus)
- Instruments: one track per stem, fully processed
- BGVs: wet stem + dry stem for each stack
- Lead Vocal: wet + dry + FX return (isolated, no other vocals)
- Drums: individual elements, not a single bus bounce
- Ran the sum test — stems match the rough mix

Files & Naming

- Master folder named: Artist – Song – BPM – Key – Sample Rate
- Subfolders: Wet Stems / Dry Stems / FX Returns / Ref Mix
- Every file named: SongTitle – Stem – TrackName
- Reference mix included and in sync with stems
- Everything zipped into one file

Questions? Reach out before you start exporting — it's always faster to clarify upfront than to re-export after delivery.

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