Intellectual Property Rights (IPR) Form

To be submitted with each new order sent for replication

This form must be completed by the individual or organization soliciting replication and not a broker or intermediary

- **Letters of Indemnity are <u>not</u> adequate.**
- **<u>LICENSED</u> content requires proof of licensing for replication.**
- **<u>OWNED</u> content indicates the individual/organization completing this form is the IPR owner.**

Title of Project: _____

How will product be distributed? Within an organization Retail

Free to public Other_____

In which countries will product be distributed? _____

Do you own the Intellectual Property Rights for contents of the ENTIRE recording or project? YES NO

- Mark "YES" if you are the **<u>OWNER</u>** of the intellectual property rights of **<u>ALL</u>** the content on the disc.
- If the answer is "NO", you **MUST PROVIDE PROOF OF LICENSING** (permission from the actual owner of the content) before replication can begin.
- Proceed to the section (1,2, or 3) below that applies to the content of your disc. MP3 or Enhanced Disc content requires completion of both ROM and audio sections.

1. CD-ROM / DVD-ROM Content: _____

(Describe the content of the disc)

- **If you are not the IPR owner of ALL content on the disc, list on page two of this form or on a separate sheet all non-owned software, including freeware and shareware products** (such as Acrobat Reader, Apple QuickTime, Internet Explorer, MS PowerPoint Viewer, etc.):

  _____

- **For any non-owned software, attach necessary distribution licensing documentation from the software vendor/publisher.** (You should consult the software vendor for what is required)

2. Audio (CD or DVD)Content:

Is this a COMPILATION? **YES** **NO**

Artist(s) _____ Content/Music Type _____

- **<u>A list of 1)TRACK TITLE, 2)ARTIST and 3)IPR OWNER</u>** (typically the performer or record label) **<u>for each track on the disc is REQUIRED for ALL audio titles, even if you own the content and performing rights for all recorded tracks.</u>** (see page two of this form)
- **If you are not the IPR owner (typically the performer or record label) of every track, you must provide proof of replication licensing from IPR owner.**
  - Sampling/mixing of additional recordings not owned (regardless of type, quantity, and length) requires licensing of those original recordings.
  - "Cover versions" of songs written by someone other than the performing artist require proof of mechanical licensing or compulsory licensing.

3. Video (CD / DVD) Content: _____

(Describe the content of the disc)

- **If you are not the IPR owner of the video content, proof of replication licensing from IPR owner is REQUIRED.**
- If there are audio tracks in the video that are separately licensed, complete Audio Section 2 above and provide necessary Audio/Video Synchronization licensing.

I declare that all information provided herein is true and that all disc contents indicated as being "licensed" are properly licensed for replication under the terms of the original rights holder(s). I further declare that I am the intellectual property rights owner for all contents indicated as being "owned" and I authorize its duplication. I understand that in accordance with the Anti-Piracy Compliance Program procedures and standards of the International Recording Media Association (available at <u>www.recordingmedia.org</u>), the replicator reserves the right to refuse the processing of any order not complying with the Anti-Piracy Compliance Program guidelines

Name of Company, Organization or Individual Soliciting Order_____

Signature of Representative from Party Soliciting Order_____

Print **Name, Title, Date & Phone #**_____

*(must be completed by individual or organization ordering replication**, not by a broker or intermediary**)*