

Intellectual Property Rights (IPR) Form

To be submitted with every order. Orders without this form will not be processed.
This form must be completed by the individual or organization soliciting replication services
and not a broker or intermediary



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

Project title: _____

Method of distribution (check one): Retail _____ Within an organization _____ Free to public _____ Other _____
Countries where distributed: _____

Do you own the Intellectual Property Rights for contents the entire disc? YES _____ NO _____

If you answered "NO", you must provide PROOF OF LICENSING (permission from the actual owner of the content) before replication can occur.

- If your content is CD-ROM or DVD-ROM, please complete section number 1.
- If your content is CD or DVD Audio, please complete section number 2.
- If your content is an MP3 CD, please complete section 1,2 and 3 (where appropriate).
- If your content is DVD Video, please complete section 1 (for soundtrack) and section 3 for video content.

1. Data/software content: CD-ROM _____ DVD-ROM _____

If you are not the IPR owner of ALL content on this disc, list on page two of this form or on a separate sheet all non-owned software, freeware, and shareware products (i.e. - Apple Quicktime, Windows Media Player, Internet Explorer). Consult the software vendor for what is necessary.

2. CD/DVD Audio content: CD _____ DVD _____ Check Here if COMPILATION _____

Artist(s): _____ Content/Music Type: _____

An attached list of track title, artist, and IPR owner is REQUIRED for each track on the disc, even if you own the content and performing rights for all recorded tracks. Please use page two of this form to list this information.

If you are not the IPR owner of every track, you must provide proof of replication licensing from IPR owner. Sampling/remixing of recordings which you do not own (regardless of type, quantity, and length) requires licensing of those original recordings.

3. CD/DVD Video content: CD-ROM _____ DVD-ROM _____ DVD-Video _____

If audio is separately licensed, complete section 2 of this form and provide proof of licensing.
If you are not the IPR owner, proof of replication licensing from IPR owner is REQUIRED.

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 www.recordingmedia.org), the replicator reserves the right to refuse the processing of any order not complying with the Anti-Piracy Compliance Program guidelines.

Print Organization Name (or Individual) & Telephone # of Party Soliciting Order _____

Signature of Representative from Party Soliciting Order _____

Print Name, Title, Date & Phone # _____

Note: unauthorized use of this form is strictly prohibited and subject to sanctions.



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Page Two of Two

Please use this chart to:

- List track titles, artist(s) and IPR owners for ALL tracks on audio discs
- List chapter titles and any music titles used on Video discs
- List all copyrighted software on CD or DVD ROM discs, including:
 - software copyrighted by your company or the company that developed the CD for you
 - any other executable (.exe) files not owned by you or your company (this includes applications by Microsoft, Apple, Intuit, Corel, Adobe, etc.
 - any shareware or freeware executable (.exe) files on the disc (Acrobat Reader, Macromedia Flash, Apple Quicktime, Internet Explorer, Netscape Navigator)

No.	Artist/Creator	Song/Chapter/File Name	Time/Size	Performance (IPR) Owned By: ¹	Licensed from: ²
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

(Please continue on another sheet if you have additional songs or files)

¹If you are performing a 'cover tune', you probably own your own performance of that song (IPR), which is what this column is asking for. For 'cover tunes', you must provide mechanical licensing to perform the work from the publisher or from the Harry Fox Agency (www.songfile.com).

²If you don't have the rights to a performance (i.e., someone else owns the master recording), then you must obtain a license to include the performance on your disc and include proof of license agreement with your order.