



## Intellectual Property Rights (IPR) Form

To be submitted with every order. Orders without this form cannot be processed.

Invoice Number (assigned when your order is placed): \_\_\_\_\_

- **O W N E D** content indicates the individual or organization completing this form is the IPR owner.
- **L I C E N S E D** content requires proof of licensing for replication. Letters of indemnity are not adequate.
- This form must be completed by the organization ordering replication and not an intermediary.

Project Title: \_\_\_\_\_

Distribution:  Retail  Within an Organization or Company  Free to Public  Other: \_\_\_\_\_

Area(s) of Distribution:  U.S.  Outside U.S.

Are you the IPR Owner for the ENTIRE Disc Contents?  YES  NO\*

Complete all the section(s) below that apply to the content on the media you have ordered.

**\*If you are not the IPR owner, proof of licensing from the IPR owner for audio tracks/video content/data content is REQUIRED.**

1. If CD or DVD Audio, please complete number 1 in this section.
2. If CD-ROM or DVD-ROM, please complete numbers 2 and 3 (as appropriate) in this section.
3. If Enhanced CD or MP3 CD, please complete numbers 1, 2, and 3 (as appropriate) in this section.
4. If DVD Video or VHS, please complete number 1 (for soundtrack) and 3 (as appropriate) in this section.

1. Audio Content (check all that apply):  CD  DVD  Enhanced CD  Check here if COMPILATION

Artist(s): \_\_\_\_\_ Content/Music Type: \_\_\_\_\_

**YOU MUST attach a list of track titles, artist(s), and IPR owner(s) with every new order. Sampling/remixing of recordings which you do not own (regardless of type, quantity, and length) requires licensing of those original recordings. \*If you are not the IPR owner, proof of replication licensing from the IPR owner for licensed tracks is REQUIRED.**

2. Data/Software Content (check all that apply):  CD-ROM  DVD-ROM  Enhanced CD

**\*If you are not the IPR owner of all the contents on your disc, list all included licensed software, freeware, music, photos, video, shareware, or other content. Attach necessary distribution licensing documentation from the IPR owner. Some shareware and freeware products (i.e. Quicktime, Internet Explorer) require distribution licensing. Consult the software vendor for what is necessary.**

3. Video Content (check all that apply):  CD-ROM  DVD-ROM  DVD-Video  VHS  Enhanced CD

**\*If you are not the IPR owner, proof of replication licensing from the IPR owner is REQUIRED. If audio is separately licensed, complete Audio section and provide proof of 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 their 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](http://www.recordingmedia.org)), the replicator reserves the right to refuse the processing of any order not complying with the Anti-Piracy Compliance Program guidelines.

Company Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_