



## Intellectual Property Rites (IPR) Form

to be submitted with every order.

- 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.
- Must be completed by the organization soliciting replication and not a broker or intermediary.

Customer # \_\_\_\_\_ Selection # \_\_\_\_\_  
(if known): \_\_\_\_\_ (if known) \_\_\_\_\_

Album/Project Title: \_\_\_\_\_

Distribution: Within an organization \_\_\_\_\_ Retail \_\_\_\_\_ Free to public \_\_\_\_\_ Other \_\_\_\_\_

Countries Where Distributed: US \_\_\_\_\_ Canada \_\_\_\_\_ Other \_\_\_\_\_

**1. Are you the IPR owner of the entire disc contents, including all software products, recorded tracks, and video content? YES \_\_\_\_\_ NO \_\_\_\_\_**

### **2. CD-ROM/DVD-ROM Content**

REQUIRED: If not IPR owner, list below all included non-owned software, freeware, and shareware products. Attach necessary distribution licensing from the IPR owner. Some shareware and freeware products require distribution licensing. Consult the software vendor for what is necessary.

### **3. CD/DVD Audio Content (including MP3 files)**

REQUIRED: 1. Attach list containing title, artist, and IPR owner of each recorded track  
2. If not IPR owner, provide proof of replication licensing for the recorded tracks  
3. If sampling/mixing from additional recordings that are not owned (regardless of type, quantity, and length), provide proof of licensing for those original recordings.

### **4. CD/DVD Video Content**

REQUIRED: 1. If not IPR owner, provide proof of replication licensing from IPR owner.  
2. If audio is separately licensed, provide necessary A/V Synchronization licensing.

*I affirm 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) with proof of such licensing and/or trademark authorization attached. I affirm that I am the intellectual property rights owner for all contents indicated as being "owned" and approve of replication. I agree to abide by the current version of 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.*

**Print** Organization Name & Telephone # of Party Soliciting Order \_\_\_\_\_

**Signature** of Representative from Party Soliciting Order \_\_\_\_\_

**Print** Name, Title, & Date \_\_\_\_\_