

# Intellectual Property Rights (IPR) Form

To be submitted with each NEW order (and reorder due to master change)

Must be completed by the individual or organization soliciting replication. (NOT a Broker)

Letters of Indemnity are not adequate.

LICENSED content requires proof of licensing for replication from the IPR owner.  
 OWNED content indicates the individual/organization completing this form is the IPR owner.

Title of Project:

Customer Name:

Catalogue Number:

How will product be distributed?                      Within an organization

Retail

Free to Public

Other, specify:

Distributed to which countries?

## Do you own the Intellectual Property Rights (IPR) for the contents of the ENTIRE recording or project?

**YES**    Mark "YES" if you are the OWNER of the IPR of ALL content on the disc.

**NO**    If the answer is "NO", you **MUST PROVIDE PROOF OF LICENSING** (permission from the actual owner of the content).

## Vinyl Audio Content

Artists:

Is this a **COMPILATION**?                      **YES**                      **NO**                      Content/Music Type:

If you are not the IPR owner (typically the performer or record label) of every audio track on the record, please include a list of all licensed audio tracks and provide proof of licensing agreements for each one.  
 Sampling/mixing of additional recordings not owned (regardless of type, quantity, and length) requires licensing of those original recordings.

I declare that all information provided herein is true and that all audio contents indicated as being "licensed" are properly licensed for replication under the terms of an effective agreement with 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 replication.

Name of Company,  
 Organization or  
 Individual Soliciting Order:

Telephone Number:

Website:

Print Name:



Signature of Representative from Party Soliciting Order

Date

Must be completed by individual or organization ordering replication, not by a Broker or Intermediary.



Artist:  
Album Title:  
Date:  
Speed:    33 rpm    45 rpm    Matrix Number:  
Notes:

**LP Cutting Master - Track Listing**

<b>Track #</b>	<b>Track Title</b>	<b>Length</b>	<b>Start Time</b>	<b>End Time</b>
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**SIDE A**

**SIDE B**

**Title or Reference:**

**Options for Client Audio Check List and Extra Services:**

*It is our goal to provide the best product possible within your budget. To help us do this, please answer the following questions.*

*If you are uncertain about any of your selections, or if you would like to hear a sample of how your final record will sound, we recommend that you add a Reference Acetate sample to your order. A reference Acetate is a one-off record that you can play several times (these do wear out, but it will give you a very good taste for how your audio will sound on a record). An Acetate is recommended for any album with over 20 minutes of music on a side due to compression.*

**Please check the appropriate box in regards to your master audio files for production:**

**My Mastering Engineer has provided a vinyl specific EQ. Please do a 'flat cut'.**

*The initial file check and a second file review will be included in this service.*

*A \$50 fee will apply to the 3rd and any subsequent revisions.*

**My Mastering Engineer has provided a finished premaster, but has left some adjustment to the cutting engineer's discretion.**

**Please adjust the High Frequency and Low Frequency as follows:**

**High Frequency Options** *(apply only if the record is under 20 minutes / side)*

Please adjust the cutting level to preserve the HF content of the premaster as closely as possible, even if that makes the record a bit quieter.

OR

Please adjust the HF EQ as necessary to make the record as loud as possible.

**Low Frequency Options**

Please adjust the cutting level as necessary to preserve the bass and the stereo image of the premaster source, even if that makes the record a bit quieter.

OR

Please adjust the Bass, and the low-mid stereo image as necessary to make the record as loud as possible.