



## CD Pressing Submission Form Checklist

\*Checklist of what needs to be included when you send your package to Distrophonix.

FILLED OUT SUBMISSION FORM

FILLED OUT RRF AGREEMENT

2 AUDIO (WAV) CD's OF YOUR MUSIC EXACTLY AS YOU WANT IT PRESSED

ARTWORK FILES ON CDr (300 dpi, CMYK, .psd format, and placed on templates) (If You Need Artwork Designed Please Contact [Graphics@Distrophonix.com](mailto:Graphics@Distrophonix.com) For A Custom Quote. If you wish to design your own artwork the templates can be found on our website on the under the CD pressing section)

PAYMENT

Check or Money Order made out to **Distrophonix**

**OR**

Paypal Payment (Visa/MasterCard/Amex/Discover)

-If you would like to pay through PayPal you may do so by going to **www.Distrophonix.com** and paying under the "CD Pressing" section.

If you pay through Paypal. please include:

\_\_\_\_\_ The DATE which you sent the payment

\_\_\_\_\_ PayPal username from which you sent the payment from.

PLEASE ALSO INCLUDE THIS CHECKLIST

MAIL TO:

**Distrophonix**

**Attn: "CD Pressing"**

**517 Cathedral Street**

**Suite B**

**Baltimore, MD 21201**

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## CD Pressing Submission Form Submission Form

Please write clear:

Artist Name: \_\_\_\_\_

CD Package Ordered: **Bulk Replicated CDs** \_\_\_\_\_ 500 CD's @ \$500 \_\_\_\_\_ 1000 CD's @ \$650  
\_\_\_\_\_ 2500 CD's @ \$1400 \_\_\_\_\_ 5000 CD's @ \$2550 \_\_\_\_\_ 10000 CD's @ \$4850

Artist Website: \_\_\_\_\_

E-mail Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_

How Did You Hear About Us: \_\_\_\_\_

Address to ship CD's to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please note that all shipments going to a P.O. Box will be shipped using USPS Media Mail.*

Referred by: \_\_\_\_\_

**Payment:**

Amount for CD's \$ \_\_\_\_\_

Shipping (*Please see Below for Shipping Amounts*) +\$ \_\_\_\_\_

Coupon Code \_\_\_\_\_ -\$ \_\_\_\_\_

**TOTAL DUE** \$ \_\_\_\_\_

Please make check or money orders payable to **Distrophonix**. If you would prefer to use credit or debit card, you may make a payment on the website under the "CD Pressing" section.

**Shipping Rates:** *Domestic rates are for anywhere in the US. International are for everywhere else.*

	DOMESTIC RATES	CANADIAN RATES	INTERNATIONAL RATES
100 CD's	\$35	\$47	\$55
200 CD's	\$65	\$87	\$110
300 CD's	\$75	\$100	\$150
500 CD's	\$135	\$180	\$250
1000 CD's	\$220	\$293	\$500

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## Intellectual Property Rights (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.

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

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

Countries Where Distributed \_\_\_\_\_

Are you the IPR owner for the entire disc contents? \_\_\_ YES \_\_\_ NO\*

Complete the section(s) below describing the content that is applicable to the media you have ordered. MP3 or Enhanced Disc content requires completion of both ROM and Audio sections.

### 1. CD-ROM / DVD-ROM Content

**\*If Not IPR owner, list all included non-owned software, freeware, and shareware products. Attach necessary distribution licensing documentation from the IPR owner. Some shareware and freeware products require distribution licensing. Consult the software vendor for what is necessary.**

### 2. CD / DVD Audio Content

Check Here if COMPILATION \_\_\_\_\_

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

An attached list of track title, artist, and IPR owner is **REQUIRED**. Sampling/mixing of additional recordings not owned (regardless of type, quantity, and length) requires licensing of those original recordings.

**\*If Not IPR owner, proof of replication licensing from IPR owner for licensed tracks is REQUIRED.**

### 3. CD / DVD Video Content (if Audio is separately licensed, complete Audio section and provide necessary Audio/Video Synchronization licensing)

**\*If Not 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 Content Delivery and Storage Association (available at [www.contentdeliveryandstorage.org](http://www.contentdeliveryandstorage.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 \_\_\_\_\_

Note: Unauthorized use of this form is strictly prohibited and subject to sanctions. Rev. 2 - 12 May 2009

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[www.contentdeliveryandstorage.org](http://www.contentdeliveryandstorage.org)

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