



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 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

distrophonix

CD Pressing Submission Form Submission Form

Please write clear:

Artist Name: _____

CD Package Ordered: Short Run CDs _____ 100 CD's for \$299 _____ 200 CD's for \$450 _____ 300 CD's for \$550

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	\$86	\$110
300 CD's	\$75	\$100	\$150

distrophonix



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

Artist(s) _____ Check Here if COMPILATION _____
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), 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

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