

CD-ROM / DVD IPR FORM



1 Organization soliciting replication (not broker):	Countries Distributed?	Phone Number	Fax Number
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2 Title of Master:	Part Number:	Email Address:
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3 Does this media contain? Audio	<input type="checkbox"/>	CD-ROM Files	<input type="checkbox"/>	*Enhanced Disc	<input type="checkbox"/>	*MP3 Files	<input type="checkbox"/>
(An enhanced disc has audio and data in separate sessions)							
* If ENHANCED disc or MP3 files, you will also need to complete the Audio IPR form.							

4 Distribution?	Within an organization	<input type="checkbox"/>	Retail	<input type="checkbox"/>	Please indicate your relation regarding the ENTIRE IPR content:		
Free to Public	<input type="checkbox"/>	Other	<input type="checkbox"/>	PARTIAL	<input type="checkbox"/>	OWNER	<input type="checkbox"/>
				LICENSED	<input type="checkbox"/>		<input type="checkbox"/>

If you are the OWNER, please supply a copy of the copyright or valid proof. If you are LICENSING the software, please supply a copy of the license agreement. If you marked PARTIAL, please provide a copy of the copyright (or proof) for the portion owned along with the license agreement for any non-owned software programs you have obtained for use within this product. If your product includes Shareware or Freeware programs, you may be required to supply a copy of the Distribution License. Please check with the owning software company.

5 Do you update licensed software as updates are available?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Does this project contain Shareware or Freeware programs?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO If YES, list below.
Does this project contain hidden files?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO If YES, please supply file name(s) and location.
Is this project using the most updated software (shared, free or licensed) available?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Are there any non-owned software programs contained within the supplied media?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO (List below)
Have all license agreements been applied for? * IPR owner NA	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO NA Please supply proof.
Have all copyright(s) been obtained? ** Licensee NA	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO NA Please supply proof.
Are there any non-owned photographs in your project that are copyrighted?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO Please supply proof.
Does your project contain licensed software that requires the most recent version?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO

6 Please provide the Trade Name (software name) and the IPR owner for each software program (Freeware and Shareware included) contained within the supplied media. Please fill out each column below for each program. If any portion of the content is non-owned, please provide a copy of the license agreement authorizing you to replicate their product. If your content has files or programs that are "READ ONLY" such as WORD READER or ADOBE READER (PDF), please indicate this below so that we may distinguish between the files and the executable programs when determining license agreement requirements.

Please provide a description of the content including a list of all executable programs, "Readme" files, "txt" files, and compressed files. Please attach instructions for opening all files including compressed or decrypted files.

TRADE NAME	IPR Owner
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(Please attach additional pages if you need more space than provided.)

7 If you or your company is the owner of the software listed above, please supply a copy of the Copyright or valid proof . If you are not the owner, you must supply a copy of the License Agreement or a Grantor of Rights on company letterhead authorizing the replication of each non-owned software program listed above. Please be aware that some agreements require the most updated software program versions available. Please note that all 7 sections must be completed in it's entirety or your order may be rejected or placed on hold until such information can be provided.	F-009 REV 5
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