



MASTER RECORDING LICENSE REQUEST FORM

Print or download this form, complete it, and either fax to 914-793-2671 (attn: Cathy Carapella) or email this form to cathy@globalimageworks.com

Date: _____

Requestor:

Company _____ Contact _____
Address _____ Phone 1 _____
Phone 2 _____
Fax _____
E-mail _____

Requested Master:

Table with 5 columns: Artist, Track Title, Recording Title, Catalog #, Duration of Use in Work

To research catalogue number, track title, etc. of Requested Master, go to "Search" at www.folkways.si.edu.

Title of Your Project (the Work): _____

Release Date: _____

Nature of Your Project

Requestor is (check one):

- For-Profit
Not-For-Profit*
Educational
Museum
Other

Requestor's project is (check as many as apply):

- Audio / CD Compilation
Radio
Audio / other
Multi-media
Online Publication
Synch / theatrical
Synch / television
Synch / video
Book / reprint
Other

If "Other" please describe:

* Not-For-Profit organizations must provide a copy of Form 501(c)3.

Describe in detail the intended use of the Smithsonian Folkways Recordings master(s) in your project.

Blank lined area for describing the intended use of the recordings master(s).

Desired Grant of Rights

Term of Use _____ **Territory** _____

Media _____

Option(s) _____

Initial number of units to be manufactured (if applicable) _____

Additional Notes

Blank lined area for additional notes.

Proposed fee _____

Smithsonian Folkways Recordings / Master License Request: Notes

- Print this form, complete it and **fax or email** it to Cathy Carapella (fax: **914-793-2671**; email: **cathy@globalimageworks.com**). Please allow up to five business days for response to this request.
- **This request is for use of the master recording only.** Separate permission must be obtained from the song's publisher(s). We recommend you begin your music publishing research at BMI.COM, ASCAP.COM and SESAC.COM.
- The use of any Smithsonian Folkways Recordings master requires a credit. Our preferred credit copy is: "[Track Title]" by [Artist] from '[Recording Title],' [original Record label] [original catalog number], provided courtesy of Smithsonian Folkways Recordings. © [Copyright year]. Used by permission.
Example:
"Freight Train" by Elizabeth Cotten from 'Freight Train and other North Carolina Folk Songs and Tunes,' Smithsonian Folkways SF40009, provided courtesy of Smithsonian Folkways Recordings. ©1989. Used by permission.
Additional credit may be required and will be specified in license agreements.
- All uses are subject to the terms and conditions of Smithsonian Folkways Recordings' standard licensing agreement.

For more information please contact:

Cathy Carapella
ph: 914-395-1952
fax: 914-793-2671
cathy@globalimageworks.com

Licenses and correspondence should be mailed to:

Smithsonian Folkways Recordings
c/o Global Image Works
attn: Cathy Carapella
65 Beacon Street
Haworth, New Jersey 07641