

Customer Agreement Form

The following is **very important** information regarding your order and the terms you accept when placing an order. We suggest you read this and/or print a copy for your files.

L-Number:

- You will be furnished with a "L" Number confirming your order once it's been received. You must have this number when contacting us regarding your project. --- - No information will be given without this number.

- **United Does Not Ship C.O.D., Parcel Post, or Freight Collect. And we CANNOT ship to PO Boxes.**

Deposit and payment info: Your order will not be processed if you fail to send the correct deposit with your CD/tape, lacquers, or metal parts. Only U.S. funds are accepted. URP accepts money orders, checks and all major credit cards. We do not accept Discover card. Money orders from Canada must show a Bank from the US on the face. It must also have a 9-digit routing number. We cannot accept Canadian Postal Money orders with a 10-digit routing number.

Deposit:

- United requires a deposit at the time your order is placed.

- All NEW orders require a deposit equal to 75% of your total cost.

- All REORDERS must be paid in full when order is placed.

- Payment in full for Digital Downloads, Etched Art or Custom Jackets/Sleeves is required with your deposit

- If certified funds are not submitted we reserve the right to wait 10 business days to allow your check to clear before starting your order. In the event of non-sufficient funds (a bounced check) there will be a \$25 fee.

Balance of Payment: The balance of payment for your order is due when you submit your test pressing approval. URP accepts money orders, checks and all major credit cards. We do not accept Discover card. Money orders from Canada must show a Bank from the US on the face. It must also have a 9-digit routing number. We cannot accept Canadian Postal Money orders with a 10-digit routing number.

Cancelling an Order: In the event that your order is cancelled for any reason, you will be charged a cancellation fee of \$25 plus the cost of returning your source materials. You will also be charged for any other costs incurred (printing labels etc.) depending on the stage of production the order is in when cancelled.

Turnaround Times: The process is one that is heavily reliant on precision, length of queue, and a little bit of luck. Once your order form, music, and deposit have been received, it can take roughly eight weeks for your test pressings to be shipped. Once you approve your tests and all of the components (jackets, inserts, stickers, etc.) have been received, it typically takes another eight weeks for your order to be completed. It is possible for sooner but just as possible for later as there are limits to the control we have on 1960's technology. The only promise we make on turn times is that we'll try our best as that's the only thing we can truly control.

Quantities: All Orders are considered COMPLETE if final shipment is within 10% plus or minus the amount ordered, customer is responsible for the costs of any overrun manufactured within 10% of the order.

Reorders: All reorders must be paid in full at the time the order is placed. If parts are remaining from your order (jackets, labels, inserts, etc.) we will use those. In the event that all parts were utilized you will be sold additional parts. Replacement stampers may be required as well.

Labels: The stamper matrix numbers and the label number must match. Each must be marked either side A and B or side 1 and 2. If stamper and label are not marked properly, United is not responsible for misplaced labels. All labels are baked to eliminate excess moisture and to prevent bubbling. As a result, some color change can occur. This is most prominent with PMS colors.

Refusal of Services: URP reserves the right to refuse any order for any reason it deems necessary.

Insurance: You are responsible for providing your own insurance coverage, URP's policy does not provide protection for client's parts or music in our possession.

Returns

- No Merchandise may be returned to UNITED without authorization from your UNITED customer service representative.

- If there is a problem with your order UNITED requires you send in 25 records so we can get fair sample of your run of records. Returns must be shipped via ground service (i.e. USPS Media Mail, UPS Ground etc.) to be eligible for a credit or reimbursement of your return shipping costs.

- Return shipping costs via ground service can be credited or reimbursed only with a copy of your receipt from the shipping company. United will NOT credit or reimburse shipping costs of returns made by airmail or similar express services.

- No product will be replaced or credit given 30 days of the client's receipt of their product.

Test Pressings

- Standard shipping for test pressings is 2nd day air at \$45 per location. Tests may be shipped overnight at \$85 per location

- Tests pressings are to preview the audio quality of your records and approve them before we begin pressing. All tests have generic UNITED labels.

- When sending in lacquers or metal parts, your test pressings are audio tested to ensure copyright clearance.

Prices are subject to change without notice

Mastering:

- United will master your lacquers to RIAA standards. The actual Mixing, EQ-ing, etc., should be done prior to sending your source music to us to press your records. The source you send to United should sound like you want the music to sound on vinyl, sequenced in order with the correct spacing between each song and a longer space between sides.

- Extra mastering charges may occur if our engineer has a problem with your submitted music or your songs are not presented in the proper order.

- To avoid extra charges the songs on your source music should be in the same order as you'd like them on your records.

- Please be aware that we cannot be held responsible for sound issues created as a result of going excessively beyond suggested time lengths ([click here to see](#)), please reach out to us if you want more details on the situation or would like our mastering engineer's opinion on the side lengths before cutting your lacquer.

Plating: For your protection, mothers, stampers and labels will be stored for one year. You may request to have them sent back to you. Your parts may be destroyed after a year has passed. With the high number of orders we do we are unable to contact folks before demolition so if you need your parts please contact us. If you are storing your metal parts, all should be stored back to back in their folder to help prevent damage. We cannot be held responsible for damaged stampers that are supplied by other vendors.

Fulfillment Charges: Orders shipped to more than two locations are subject to fulfillment charges. These charges are \$20 per additional location (starting with the third location) and an additional \$2.50 per box for the boxes going to the additional locations. These charges begin with the third location and are applicable to all orders with three or more ship locations.

Components: We are not responsible for inactive components related to an order in excess of one year.

Copyright Compliance: ALL orders submitted to United Record Pressing are audio tested. If your source material contains samples of any kind, regardless of length, you will be asked to edit out the sample or your order will be rejected. If the order is rejected, you will be billed for any charges incurred to the point of audio testing as well as an order cancellation fee. If you are originating an order outside the United States, please [click here](#).

Compilation / Split Records: If your record features more than one artist, you will be required to verify permissions for release. Please include any artist agreements with your order form or email them directly to copyright@urpressing.com after placing your order. Please feel free to have a representative from each band fill out a separate URP copyright form (sections L&M) to include when placing your order if you do not currently have arrangements on file.

CUSTOMER SIGNATURE: _____
DATE: _____

L# _____
URP WILL ISSUE THIS

United Record Pressing, LLC

www.urpressing.com

12" VINYL RECORD ORDER FORM

453 Allied Drive Nashville, TN 37211
Local: 615.259.9396 Fax: 615.244.3734
Toll Free: 866.407.3165 united@urpressing.com
PRICES AS OF AUGUST 1, 2017



CONTACT INFORMATION:

CONTACT NAME _____ DATE _____

COMPANY _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIPCODE _____

EMAIL _____ PHONE _____

CELL _____ FAX _____

DO YOU WANT TEST PRESSINGS SENT TO THE ADDRESS ABOVE? YES NO

SHIPPING INFORMATION (if different from above):

CONTACT NAME _____ DATE _____

COMPANY _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIPCODE _____

EMAIL _____ PHONE _____

CELL _____ FAX _____

DO YOU WANT TEST PRESSINGS SENT TO THE ADDRESS ABOVE? YES NO

A) RECORD NUMBER _____ (this is a letter/number combo that YOU create to identify your record. ex: ABC-123)

ARTIST: _____ ALBUM TITLE: _____

PLEASE SELECT: STANDARD WEIGHT (\$1.12) 150 GRAM (\$1.49) 180 GRAM (\$1.96)

HOW MANY* RECORDS DO YOU NEED? _____ @ \$ _____ EACH = \$ _____
(USE PRICE FROM ABOVE BASED ON RECORD WEIGHT)

***ORDER MINIMUM IS 300 RECORDS**

DO YOU WANT ALL RECORDS TO BE BLACK? YES NO (IF YES SKIP TO SECTION B)

HOW MANY DO YOU WANT TO BE BLACK? _____ (IF ANY, MIN 300)

DO YOU WANT ALL TO BE **RANDOMLY MIXED COLOR**? YES NO (IF YES SKIP TO SECTION B)

HOW MANY DO YOU WANT TO BE **RANDOMLY MIXED COLOR**? _____ (IF ANY, MIN 300)

WHAT OTHER COLORS DO YOU WANT? (PUT A QUANTITY NEXT TO EACH COLOR YOU WANT, 300 MIN **PER COLOR**)

- | | | | |
|------------------------------|----------------------------|-------------------------|------------------------------|
| _____ 1. BLACK | _____ 6. TRANS BLUE | _____ 11. OPAQUE YELLOW | _____ 16. SMOKE |
| _____ 2. TRANS RED | _____ 7. OPAQUE BROWN | _____ 12. TRANS ORANGE | _____ 17. METALLIC SILVER |
| _____ 3. OPAQUE RED | _____ 8. COKE BOTTLE CLEAR | _____ 13. OPAQUE PINK | _____ 18. NATURAL |
| _____ 4. TRANS GREEN | _____ 9. SEA GLASS | _____ 14. LAVENDER | _____ 19. TURQUOISE |
| _____ 5. OPAQUE BLUE | _____ 10. METALLIC GOLD | _____ 15. CRYSTAL CLEAR | _____ 20. WHITE |
| _____ CUSTOM BLEND* OF _____ | | | _____ 21. TRANS LIGHT YELLOW |

DUE TO THE PROCESSES INVOLVED, WE CANNOT GUARANTEE THE PURITY OF WHITE VINYL AS SOME TRACES OF OTHER COLORS ARE RARE BUT POSSIBLE
*WE CANNOT GUARANTEE THE RESULTS OF CUSTOM BLENDS. SOME BLEND TO ONE CONSISTENT COLOR, OTHERS END UP MARBLE LIKE. GET CREATIVE BUT BLEND AT YOUR OWN RISK

STANDARD COLORS (PER UNIT): STD WEIGHT: \$.60 / 150 GRAM: \$.64 / 180 GRAM: \$.69
CUSTOM BLENDS & SPLIT COLOR: STD WEIGHT: \$.90 / 150 GRAM: \$.94 / 180 GRAM: \$.99 (SPLIT COLOR IS ONLY AVAILABLE IN STANDARD WEIGHT)

HOW MANY STANDARD COLORS (NON-BLACK) IS THAT? _____ @ \$ _____ EACH = \$ _____

HOW MANY CUSTOMS / SPLITS IS THAT: _____ EACH = \$ _____

DO YOU WANT SPLIT COLOR RECORDS? (STANDARD WEIGHT ONLY) YES NO

WHICH TWO COLORS DO YOU WANT SPLIT? _____ AND _____

PLEASE TOTAL ALL CHARGES FROM SECTION A: \$

RECORD NUMBER: _____ LABEL NAME: _____
ARTIST: _____ TITLE: _____
EMAIL: _____ PHONE: _____

B) ON WHAT FORMAT ARE YOU SENDING IN YOUR MUSIC? CD DIGITAL FILES

PLEASE NOTE: YOUR MUSIC SHOULD BE MASTERED BEFORE SENDING IT IN TO UNITED. WE WILL DO A STRAIGHT TRANSFER OF YOUR MUSIC TO THE LACQUER.
 ANALOG TAPE LACQUERS METAL PARTS
CUTTING LACQUERS (\$330.00) \$ _____
THIS IS MANDATORY UNLESS YOU ARE SENDING IN LACQUERS OR METAL PARTS

*IF YOU ARE SENDING IN LACQUERS OR METAL PARTS, TEST PRESSINGS ARE MANDATORY
IF SENDING DIGITAL FILES ADD \$65.00 \$ _____
IF SENDING ANALOG TAPE ADD \$90.00 \$ _____

DO YOU WANT YOUR RECORDS CUT AT 45 RPM OR 33 1/3? 45RPM 33 1/3 RPM

DO YOU WANT YOUR RECORDS TO HAVE A LOCKED GROOVE? YES NO \$ _____ .per LOCK
(A LOCKED GROOVE IS A CONTINUOUS LOOP OF MUSIC THAT REPEATS ONE ROTATION)

(YOU MUST SPECIFY WHERE YOU WANT THE LOCK): _____

DO YOU WANT **ETCHED ART** ON AN UNPLAYABLE SIDE OF YOUR RECORD? YES NO
IF YES & WE ARE CUTTING YOUR LACQUERS ADD \$290.00 \$ _____
IF YES & WE ARE NOT CUTTING YOUR LACQUERS ADD \$450.00 \$ _____

(ETCHING PRICES ARE THE SAME WHETHER WE CUT YOUR LACQUERS OR NOT. ONE APPEARS LOWER BECAUSE \$165.00 OF IT WAS PAID IN THE FIRST PART OF THIS SECTION)

PLEASE TOTAL ALL CHARGES FROM SECTION B: \$ _____

C) THIS SECTION IS ONLY FOR THOSE WHO ARE SENDING IN LACQUERS OR METAL PARTS (IF YOU ARE NOT, SKIP TO SECTION D)

PLEASE TELL US WHERE YOUR PARTS ARE COMING FROM _____

PLEASE TELL US THE MATRIX NUMBERS SCRIBED ON EACH SIDE A: _____

B: _____

D) ARE WE DOING THE METAL PLATING FOR YOUR RECORDS? YES NO (UNLESS YOU SEND IN METAL PARTS THIS SHOULD BE YES)

PLATING WITH MUSIC (OR ETCHING) ON BOTH SIDES IS \$245.00 (\$290.00 FOR 180 GRAM) \$ _____

PLATING WITH THE **EXACT SAME** MUSIC ON BOTH SIDES IS \$192.50 (\$207.50 FOR 180 GRAM) \$ _____

PLATING WITH MUSIC ON ONE SIDE WITH THE OTHER SIDE **BLANK** IS \$192.50 (\$207.50 FOR 180 GRAM) \$ _____

THE COSTS ABOVE (IN SECTION D) COVER YOUR FIRST ORDER UP TO 1000 RECORDS FOR STANDARD WEIGHT & 150G (UP TO 500 FOR 180G). LARGER ORDERS AND REORDERS ARE BILLED ACCORDING TO THE PRICES BELOW.

ADDITIONAL STANDARD WEIGHT (OR 150G) PLATING _____ @ \$.14 = \$ _____
THIS IS BILLED PER RECORD FOR REORDERS OR INITIAL ORDERS GREATER THAN 1000

ADDITIONAL 180 GRAM PLATING _____ @ \$.25 = \$ _____
THIS IS BILLED PER RECORD FOR REORDERS OR INITIAL ORDERS GREATER THAN 500

PLEASE TOTAL ALL CHARGES FROM SECTION D: \$ _____

E) TEST PRESSINGS (When sending in lacquers or metal parts, your test pressings are audio tested to ensure copyright clearance)

STANDARD WEIGHT BLACK VINYL TESTS (5 TEST PRESSINGS) - \$85.00 \$ _____

150 GRAM BLACK VINYL TESTS (5 TEST PRESSINGS) - \$90.00 \$ _____

180 GRAM BLACK VINYL TESTS (5 TEST PRESSINGS) - \$100.00 \$ _____

COLORED VINYL TESTS OF ANY WEIGHT (5 TEST PRESSINGS) - \$100.00 \$ _____

SHIPPING TESTS: ADD \$45.00 (PER LOCATION) FOR 2ND DAY AIR, \$85 (PER LOCATION) FOR OVERNIGHT:
(\$175 PER LOCATION FOR INTERNATIONAL) \$ _____

ADDITIONAL COPIES OF YOUR TEST PRESSINGS ARE \$3.00 EACH (\$4.00 FOR COLOR & 180) (MAX IS 50) @ \$ _____ = \$ _____

PLEASE TOTAL ALL CHARGES FROM SECTION E: \$ _____

F) PRESS SET UP CHARGES

BLACK VINYL ORDERS OF LESS THAN 500 RECORDS HAVE A PRESS SETUP FEE OF \$85.00 \$ _____

BLACK VINYL ORDERS OF **GREATER THAN OR EQUAL TO 500** RECORDS DO NOT HAVE A SETUP FEE

ALL COLORED VINYL ORDERS HAVE A PRESS SETUP FEE OF \$95.00 PER COLOR \$ _____

PLEASE TOTAL ALL CHARGES FROM SECTION F: \$ _____

RECORD NUMBER: _____ LABEL NAME: _____
ARTIST: _____ TITLE: _____
EMAIL: _____ PHONE: _____

G) CENTER LABELS

LABEL TEMPLATES CAN BE FOUND AT: www.urpressing.com/templates

PLEASE INCLUDE A PRINTED COPY OF YOUR LABELS WITH YOUR ORDER.
UNITED DOES NOT ACCEPT LABELS FROM OTHER PRINTERS.

BASIC LABELS (THESE ARE **BLACK INK ON WHITE PAPER**) \$160 (FOR THE FIRST SET (A&B) OF 1000) \$ _____
ONCE YOU'VE GONE THROUGH YOUR FIRST 1000 LABELS ADDITIONAL LABELS ARE SOLD AT \$.16 EACH _____ @ \$.16 \$ _____
DELUXE LABELS (CMYK LABELS, EXCLUDES PMS COLORS) \$220 (FOR THE FIRST SET (A&B) OF 1000) \$ _____
ONCE YOU'VE GONE THROUGH YOUR FIRST 1000 LABELS ADDITIONAL LABELS ARE SOLD AT \$.22 EACH _____ @ \$.22 \$ _____
LABEL EXTRAS BLANK LABELS (BLACK OR WHITE WITH NO PRINT ON THEM) SOLD IN SETS (A&B) AT \$90 PER THOUSAND \$ _____
TYPESETTING CHARGES (ADDING OR EDITING TEXT ON BASIC LABELS) (\$100 per hour) \$ _____
PMS COLORS ARE \$100 PER COLOR IF YOU'D LIKE THEM PLEASE LIST THE COLOR CODES BELOW
_____ THAT TOTALS _____ # COLORS AT \$100 EACH \$ _____

The stamper matrix numbers and the label number must match. Each must be marked either side A and B or side 1 and 2.
If stamper and label are not marked properly, United is not responsible for misplaced labels.

PLEASE TOTAL ALL CHARGES FROM SECTION G: \$ _____

H) DIGITAL DOWNLOADS

WOULD YOU LIKE UNITED TO HOST DOWNLOADS AS A PURCHASE INCENTIVE FOR YOUR RECORDS? (\$275.00)

*ALL DOWNLOADS ARE HOSTED AS 320 BIT RATE MP3 FILES. YES NO (IF YOU'VE SELECTED NO, YOU CAN SKIP TO SECTION I)

STANDARD DOWNLOAD CARDS \$275 (FOR THE FIRST 1000 CARDS) \$ _____

ONCE YOU'VE GONE THROUGH YOUR FIRST 1000 STANDARD DOWNLOAD CARDS ADDITIONAL CARDS ARE SOLD AT \$.16 EACH _____ @ \$.16 = \$ _____

DELUXE DOWNLOAD CARD / INSERT COMBOS ARE AVAILABLE IN THE INSERT SECTION I. OPTIONS BELOW APPLY TO THOSE TOO:

UPGRADE FROM MP3 TO LOSSLESS WAV FILES (LARGER HIGHER QUALITY FILES)? YES NO (\$65) \$ _____

COLLECT EMAIL ADDRESSES & MARKETING INFO FROM PEOPLE WHO DOWNLOAD? YES NO (\$50) \$ _____

SUPPLY CUSTOM DOWNLOAD CARD ART? YES NO (\$40 per side) \$ _____

ADD PRINT/ART TO THE BACK OF THE CARDS? YES NO _____ CARDS @ \$.10 = \$ _____
(1000 MIN.)

SELECT DOWNLOAD REDEMPTION SITE? YES NO WWW. _____ (\$55) \$ _____
(IF YOU SELECT NO THE CARDS WILL DIRECT PEOPLE TO A URP ADDRESS) (THIS CANNOT BE CHANGED ONCE PRINTED SO DOUBLE CHECK IT)

USE OUR GENERIC DIGITAL DOWNLOAD STICKERS? YES NO _____ QTY @ \$.12 EACH \$ _____
(INCLUDES APPLICATION)

IF YES, DO YOU WANT THEM ON WHITE, SILVER OR GOLD PAPER?

BLACK ON WHITE BLACK ON SILVER BLACK ON GOLD

PLEASE TOTAL ALL CHARGES FROM SECTION H: \$ _____

I) JACKETS, SLEEVES, & INSERTS

IS UNITED SUPPLYING YOUR JACKETS, SLEEVES, OR INSERTS? YES NO

PLEASE NOTE: ADDITIONAL PDF PROOFS ARE \$25 EACH FOR CORRECTIONS AND REDO'S SO PLEASE DOUBLE CHECK YOUR ART BEFORE SENDING.

ARE YOU SENDING IN JACKETS, SLEEVES, OR INSERTS FROM ELSEWHERE? YES NO

(IF YOU'VE SELECTED NO, YOU CAN SKIP TO SECTION J)

IF YES, WHAT? _____ FROM WHERE? _____
(JACKETS, SLEEVES, INSERTS, ETC.) (IF A PRINT COMPANY, WHAT PRINTER?)

RECORD NUMBER: _____ LABEL NAME: _____
 ARTIST: _____ TITLE: _____
 EMAIL: _____ PHONE: _____

CUSTOM JACKETS: TEMPLATES CAN BE FOUND AT: www.urpressing.com/templates

NORTH AMERICAN SINGLE POCKET CMYK JACKETS

QUANTITY	500	1000	2000	5000
PRICE	\$695	\$895	\$1295	\$2495
PLEASE CHECK THE QTY DESIRED				

AMERICAN MADE SINGLE POCKET CMYK JACKETS

QUANTITY	500	1000	2000	5000
PRICE	\$955	\$1055	\$1525	\$3055
PLEASE CHECK THE QTY DESIRED				

NORTH AMERICAN DUAL POCKET GATEFOLD JACKETS

QUANTITY	500	1000	2000	5000
PRICE	\$1395	\$1955	\$2495	\$4695
PLEASE CHECK THE QTY DESIRED				

AMERICAN MADE DUAL POCKET GATEFOLD JACKETS

QUANTITY	500	1000	2000	5000
PRICE	\$1925	\$2425	\$2975	\$5845
PLEASE CHECK THE QTY DESIRED				

AMERICAN MADE PREMIUM RETRO TIP-ON JACKET

QUANTITY	500	1000	2000	5000
PRICE	\$1665	\$2145	\$4290	\$6975
PLEASE CHECK THE QTY DESIRED				

AMERICAN MADE RETRO TIP-ON DUAL POCKET GATEFOLD JACKET

QUANTITY	500	1000	2000	5000
PRICE	\$2425	\$3055	\$6120	\$9295
PLEASE CHECK THE QTY DESIRED				

JACKET OPTIONS:

- MATTE FINISH (\$60 per 1000)
- UV GLOSS FINISH (\$60 per 1000)
- REVERSE BOARD (VERY MATTE) (\$120 per 1000)
- GLUE A GATEFOLD POCKET CLOSED (\$100 per 1000)
- PRE-PRESS DESIGN SERVICES (\$150 per hour)
- HARD COPY PROOF (TRUE TO COLOR BUT NOT FINISH) (\$125)

BUDGET JACKETS:

SINGLE SIDED CMYK CONVERTIBLE (12" X 12" FRONT / 12" X 5" BACK) FOLD OVER JACKET

\$200.00 BASE COST + \$.75 PER UNIT _____ QTY X \$.75 = _____ + \$200 = \$ _____

DOUBLE SIDED CMYK CONVERTIBLE (12" X 12" FRONT / 12" X 5" BACK) FOLD OVER JACKET

\$250.00 BASE COST + \$1.20 PER UNIT _____ QTY X \$1.20 = _____ + \$250 = \$ _____

BLACK & WHITE INNER SLEEVES

QUANTITY	500	1000	2000	5000
PRICE	\$475	\$545	\$700	\$1500
PLEASE CHECK THE QTY DESIRED				

FOUR COLOR CMYK INNER SLEEVES

QUANTITY	500	1000	2000	5000
PRICE	\$695	\$775	\$999	\$1999
PLEASE CHECK THE QTY DESIRED				

IF WE'RE PRINTING YOUR SLEEVES PLEASE CHOOSE ONE PAPER: 100LB GLOSSY 70LB OFFSET (UNCOATED/NON-GLOSS)

IF WE'RE PRINTING YOUR SLEEVES & YOU WANT THEM TO HAVE CENTER HOLES CLICK HERE

CUSTOM INSERTS:

SINGLE SIDED CMYK (OR BLACK & WHITE) 12" X 12" INSERTS

\$175.00 BASE COST + \$.25 PER UNIT _____ QTY X \$.25 = _____ + \$175 = \$ _____

DOUBLE SIDED CMYK (OR BLACK & WHITE) 12" X 12" INSERTS

\$225.00 BASE COST + \$.40 PER UNIT _____ QTY X \$.40 = _____ + \$225 = \$ _____

DELUXE DUAL SIDED INSERT AND DOWNLOAD CARD COMBOS

(ONLY AVAILABLE IN 100LB TEXT PAPER STOCK) SEE SECTION H FOR MORE DOWNLOAD OPTIONS

\$315.00 BASE COST + \$.55 PER UNIT _____ QTY X \$.55 = _____ + \$315 = \$ _____

Please select insert paper type:

- 80 LB TEXT GLOSS COATED STOCK
- 80 LB TEXT GLOSS UNCOATED (MATTE) STOCK
- 100 LB COVER (RIGID) GLOSS COATED STOCK

CUSTOM PRINT TOTAL (TOTAL SECTION I) \$ _____

RECORD NUMBER: _____ LABEL NAME: _____
 ARTIST: _____ TITLE: _____
 EMAIL: _____ PHONE: _____

WOULD YOU LIKE OUR UNPRINTED GENERIC JACKETS? YES NO (IF YES, SELECT ONE BELOW)
 BLACK JACKETS (\$.44) WHITE JACKETS (\$.44) RED JACKETS (\$.44) WITH CENTER HOLES NO CENTER HOLES = _____ JKTS @\$_____ = _____
(RED JACKETS ARE ONLY AVAILABLE WITH CENTER HOLES)

WOULD YOU LIKE TO USE ONE OF OUR GENERIC UNPRINTED INNER SLEEVES? YES NO (IF YES, SELECT ONE BELOW)
 PLAIN WHITE SLEEVES (FREE) TAN / BROWN SLEEVES (\$.24) WHITE POLY-LINED SLEEVES (\$.24) MATTE BLACK SLEEVES (\$.25) BLACK POLY-LINED SLEEVES (\$.38) = _____ JKTS @\$_____ = _____

ARE WE PLACING YOUR RECORDS INTO CUSTOM SLEEVES? YES NO @ \$.09 = \$ _____
(IF YES ADD \$.09 PER RECORD)

ARE WE PLACING YOUR RECORDS INTO CUSTOM JACKETS? YES NO @ \$.09 = \$ _____
(IF YES ADD \$.09 PER RECORD)

WILL WE BE PLACING OTHER ITEMS INTO YOUR JACKETS? YES NO HOW MANY ITEMS? _____

WHAT ARE THE ITEMS? _____ TOTALLING @ \$.09 = \$ _____
(POSTCARDS, CDs, DOWNLOAD CARDS, POSTERS, ETC.) (# OF INSERTS X # OF RECORDS)

WOULD YOU LIKE YOUR JACKETED RECORDS SHRINK-WRAPPED? YES NO @ \$.15 = \$ _____

WOULD YOU LIKE YOUR JACKETED RECORDS IN OPEN TOP POLY-BAGS? YES NO @ \$.30 = \$ _____
INCLUDES INSERTION (THESE ARE OPEN TOP BAGS THAT DO NOT HAVE FLAPS)

WOULD YOU LIKE STICKERS APPLIED TO THE SHRINK WRAPPED RECORDS? YES NO HOW MANY DIFFERENT STICKERS _____

WHEN ORDERING 180 GRAM VINYL AND SHRINK WRAP, YOU CAN GET FREE UNITED BRANDED 180 GRAM STICKERS (THEY CAN BE SEEN AT WWW.URPRESSING.COM/STICKERS) WOULD YOU LIKE THEM? YES NO

AUTOMATED STICKER APPLICATION TO SHRINK WRAP IS \$.11 EACH

MANUAL STICKER APPLICATION (STICKERS NOT ON ROLLS, APPLICATION TO POLY-BAGS, IS \$.22 EACH @ \$._____ = \$ _____

WOULD YOU LIKE TO USE ANY OF OUR GENERIC STICKERS? YES NO

IF SO, WHICH ONE? _____ (CODES FOUND ON <http://www.urpressing.com/stickers>) QTY @ \$.16 = \$ _____
(INCLUDES APPLICATION)

WOULD YOU LIKE US TO PRINT YOUR STICKERS? YES NO = \$ _____
(CALL FOR QUOTE)

PLEASE TOTAL ALL CHARGES FROM SECTION I: \$ _____

J) TOTALING YOUR ORDER PLEASE TOTAL ALL CHARGES FROM ALL SECTIONS : \$ _____

WOULD YOU LIKE TO HAVE YOUR SOURCE MUSIC RETURNED TO YOU? YES NO
SOURCE MUSIC IS THE CD, ANALOG TAPE OR DVD YOU USED TO SEND YOUR MUSIC IN.

IF YES, ADD \$15 FOR DOMESTIC SHIPPING OR \$50 FOR INTERNATIONAL SHIPPING. : \$ _____

WOULD YOU LIKE TO HAVE YOUR METAL PARTS RETURNED TO YOU? YES NO

IF YES, ADD \$25 FOR DOMESTIC SHIPPING OR \$170 FOR INTERNATIONAL SHIPPING. : \$ _____

IF YOU'RE ORDERING/SENDING MORE JACKETS AND/OR SLEEVES THAN YOU ARE USING HOW SHOULD WE DEAL WITH THE OVERAGE?

PLEASE RUN AS MANY RECORDS AS YOU HAVE JACKETS PLEASE SCRAP EXTRA PRINT PLEASE SEND BACK TO ME (\$25 PER BOX/100)
THIS WILL BE ADDED TO YOUR BILL BY UNITED

ORDER TOTAL (TOTAL ALL ABOVE IN THE SECTION) : \$ _____

DEPOSIT AMOUNT: ORDER TOTAL _____ X .75 (75%) : \$ _____

SHIPPING COSTS / SALES TAX (TO BE ADDED BY URP, UNLESS INSTRUCTED OTHERWISE) : \$ _____
(SALES TAX IS ONLY APPLIED TO ORDERS SHIPPED TO OR PICKED UP IN TENNESSEE)

REMAINING BALANCE AFTER DEPOSIT: \$ _____

RECORD NUMBER: _____ **LABEL NAME:** _____
ARTIST: _____ **TITLE:** _____
EMAIL: _____ **PHONE:** _____

K) TELL US ABOUT YOUR MUSIC

CONTACT _____

NUMBER OF SONGS _____

12" RECORD

45RPM 33 1/3 RPM

YOU MUST INCLUDE ALL OF THE INFORMATION BELOW OR YOUR ORDER WILL BE HELD.

1) SIDE (A/B): _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____
(MINUTES: SECONDS)

2) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

3) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

4) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

5) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

6) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

7) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

8) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

9) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

10) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

NOTES: _____

RECORD NUMBER: _____ LABEL NAME: _____
ARTIST: _____ TITLE: _____
EMAIL: _____ PHONE: _____

THIS PAGE IS ONLY NEEDED IF YOUR RECORD CONTAINS MORE THAN 10 SONGS.

11) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

12) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

13) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

14) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

15) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

16) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

17) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

18) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

19) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

20) SIDE: _____ ARTIST _____ SONG _____

LENGTH (00:00): ____:____ COPYRIGHT OWNER _____

NOTES: _____

L) COPYRIGHT RELEASE (TO BE READ AND SIGNED BY THE COPYRIGHT OWNER)

THIS MUST BE HAND SIGNED.

IF NECESSARY IT MAY BE FAXED TO 615.244.3734 OR EMAILED TO UNITED@URPRESSING.COM

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B) You hereby indemnify us and hold us harmless against any and all losses and damages (including reasonable attorney's fees) arising out of or connected with any breach or alleged breach by you of any of your warranties, representations or covenants herein. You shall pay us on demand any sums for which you are liable hereunder, and if you fail to do so, we shall have the right to charge such sums against and/or deduct such sums from any and all sums accruing to your credit hereunder or becoming payable hereunder. Without limiting the generality of the foregoing, if any claim, action or proceeding is made or brought against us which is inconsistent with any of your warranties or representations then (1) we shall give you prompt notice thereof and you shall have the right to participate in the defence thereof at your expense, and (2) we shall have the right to withhold and reserve, from any sums whatsoever otherwise payable to you hereunder, sums reasonably sufficient to secure us for your liabilities hereunder.

SIGNATURE OF COPYRIGHT OWNER: _____
(THIS MUST BE SIGNED)

FULL NAME: _____

COPYRIGHT HOLDERS TITLE: _____

RECORD NUMBER : _____ DATE: _____

ARTIST: _____ MUSIC CONTENT TYPE: _____

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IN WHAT COUNTRIES WILL THESE BE DISTRIBUTED _____

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IS THIS A COMPILATION? YES NO

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RE: GRANT OF RIGHTS

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