

**SMITHSONIAN FOLKWAYS RECORDINGS
MASTER RECORDING LICENSE REQUEST FORM**

*Print or download this form, complete it, and fax it to 914-793-2671 (attn: Cathy Carapella).
Please do not email this form.*

Date: _____

Requestor:

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

Requested Master:

<u>Artist</u>	<u>Track Title</u>	<u>Recording Title</u>	<u>Catalog #</u>	<u>Duration of Use in Work</u>

To research catalogue number, track title, etc. of Requested Master, go to "Advanced Search" under the "Our Recordings" menu at www.folkways.si.edu.

Title of Your Project: _____

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 | ☐ Synch / theatrical |
| ☐ Radio | ☐ Synch / television |
| ☐ Audio / other | ☐ Synch / video |
| ☐ Multi-media | ☐ Book / reprint |
| ☐ Online Publication | ☐ 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.

Desired Grant of Rights

Term of Use _____ **Territory** _____

Media _____

Option(s) _____

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

Additional Notes

Proposed fee _____

Smithsonian Folkways Recordings / Master License Request: Notes

- Print this form, complete it and fax it to Cathy Carapella (fax: 914-793-2671). 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.
- For a Practical Guide to Licensing & Clearances, courtesy of Smithsonian Folkways Recordings' contractor Diamond Time, go to <http://www.diamondtime.net/guide.html>
- 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@diamondtime.net

Licenses and correspondence should be mailed to:

Smithsonian Folkways Recordings
c/o Diamond Time Ltd.
The Film Center Building
630 Ninth Avenue, Suite 1012
New York, NY 10036