



DOCUMENT REPRODUCTION REQUEST FORM

Use this form to request copies of documents available from BMI. The shaded boxes below MUST be completed fully or this request cannot be accepted. If requesting documents for more than one affiliate, please complete a separate form for each. See back page of this form for fees. Document reproduction prices are subject to change.

BMI RESERVES THE RIGHT TO REJECT ANY DOCUMENT REQUESTS WHICH IN BMI'S JUDGMENT ARE NOT ADMINISTRATIVELY FEASIBLE TO FULFILL. IN SUCH CASE, YOUR DEPOSIT WILL BE RETURNED.

AUTHORIZATION

- I am a BMI affiliated writer or publisher requesting documents relating to my own account
- I am an employee/officer of a BMI affiliated publishing company who is authorized to request documents relating to its account
[Print your name and title _____]
- I am a duly authorized representative of a BMI affiliate who is requesting documents relating to my client's account
[Print your name and role _____]
- Other (specify) _____

(THIS FORM MUST BE SIGNED)

Signature _____

Name of Affiliate _____

Account Number(s) _____

Affiliate's SSN or Federal TIN _____

ROYALTY STATEMENTS OR CUSTOMIZED ROYALTY REPORTS

Royalty statements: Last six years or less from current distribution quarter (*Statements older than six years are not available*)

Customized royalty reports: Summaries, itemized schedules, etc.

Statements/Reports requested _____

List each statement requested by Quarter (1Q, 2Q, 3Q, 4Q) and year. Foreign royalties that were rendered simultaneously with the U.S. distribution will be included on the statement. **There is no charge for one additional copy of a statement rendered by BMI within the last nine (9) months.** For customized reports, indicate the information desired and the inclusive periods.

Number of royalty statements requested _____ x \$20 = \$ _____ (a) +
Number of customized reports requested _____ x \$250 = \$ _____ (b) =

\$ _____ Deposit

ELECTRONIC ACCOUNT DATA (If more space needed, attach separate sheet)

- Retroactive statements for quarters from 1Q97: _____
- Catalogue listing for _____

Number of checked items _____ x number of accounts _____ x \$150 = **\$ _____ Deposit**



WORK REGISTRATION FORMS (If more space needed, attach separate sheet)

Title of Work(s) _____

Writer(s) _____

Publisher(s) _____

Number of registration forms requested _____ x \$15 = \$ _____ Deposit

CANCELED ROYALTY CHECKS (If more space needed, attach separate sheet)

Indicate date of each check if known; otherwise indicate Distribution Quarter

\$10 Account Charge x _____ Checks Requested = \$ _____ Account Charge (\$20 minimum)

CUE SHEETS (If more space needed, attach separate sheet)

Name of show(s) or film(s) _____

Show/episode names and/or numbers or air dates _____

Number of cue sheets requested _____ x \$25 = \$ _____ Deposit

TAX FORMS FOR PRIOR CALENDAR YEARS

IRS Form 1099 for year(s) _____

IRS Form 1042 for years(s) _____

Annual International Royalty Summary (AIRS) for year(s) _____

\$15 Account Charge x _____ Forms Requested = \$ _____ Account Charge

CATALOGUE LISTINGS (for accounts listed on first page)

Number of accounts _____ x number of copies _____ x \$15 = \$ _____ Deposit

GENERAL DOCUMENTS (If more space needed, attach separate sheet)

Archived: Applications, affiliation agreements, modification agreements, administration agreements, copyright certificates, ownership data, legal process (Notices of Levy, restraining notices, orders to withhold, garnishments, etc.) and other miscellaneous documents, as they may be contained in BMI's archival files

Paper: Correspondence and similar documents that may be in BMI's paper files

Documents requested (give detailed information, including dates and correspondents, if known)

Number of archived documents _____ x \$25 = \$ _____ (a) +
Number of paper documents _____ x \$30 = \$ _____ (b) =
\$ _____ Deposit

RETURN THIS REQUEST FORM TO YOUR NEAREST LOCATION TO THE ATTENTION OF "DOCUMENT REPRODUCTION"

- ◆ 320 West 57th Street, New York, NY 10019, Phone: (212) 586-2000, Fax: (212) 830-3865
- ◆ 10 Music Square East, Nashville, TN 37203, Phone: (615) 401-2000, Fax: (615) 401-2707
- ◆ 8730 Sunset Blvd., Third Floor West, Los Angeles, CA 90069, Phone: (310) 659-9109, Fax: (310) 657-6947

If you have any questions about completing this form, contact one of the BMI offices listed above

Please allow ten (10) business days for delivery of documents.

TOTAL DEPOSIT ENCLOSED \$ _____

Make all checks payable to "**BROADCAST MUSIC, INC.**" and indicate on your check "**DOCUMENT REQUEST**".

Or provide your Visa®/MasterCard® number:

_____ Exp. ____ / ____
MO YR

Name on card _____
Signature _____

DEPOSITS ARE NOT REFUNDABLE

BMI will invoice or charge you for the balance due at the time the documents are shipped.

Ship To _____

Shipping address _____

City **State** **Zip**

Phone (____) _____

Special Delivery Method (Items are shipped regular first-class mail unless specified):

____ **Overnight Air** ____ **Second Day Air**
____ **Send via fax to number below** ____ **UPS**

Contact for Request _____

Phone (____) _____ **Fax** (____) _____ **E-mail** _____

Send me information about:

- Direct Deposit of Royalty Payments
- The BMI Debit Card
- Changing my address with BMI

BMI DOCUMENT REPRODUCTION PRICES

Effective April 1, 2005

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- ◆ Royalty statements (within 6 years of last BMI distribution quarter):
 - Statements of 250 lines or less: \$20 each
 - Statements of between 251 and 500 lines: \$40 each
 - Statements of more than 500 lines: \$40 each plus \$20 for each additional 250 lines or part thereof

Request deposit: \$20 per statement

 - ◆ Customized royalty reports (summaries, itemized schedules, etc.): \$250

Request deposit: \$250 per report

 - ◆ Electronic account data (statements since 1Q97 and catalogue listings)
 - Setup: \$100 per category per account
 - Each statement: \$10
 - Each catalogue: \$50

Request deposit: \$150 per category per account

 - ◆ Copies of canceled royalty checks: \$10 per check, with a minimum charge of \$20 per request

Account charge deposit per check: \$10

 - ◆ Cue sheets in file: \$25 each

Request deposit: \$25 per cue sheet

 - ◆ Work Registration form: \$15 each

Request deposit: \$15 per registration form

 - ◆ Complete catalogue listing:
 - 100 titles or less: \$15
 - 101-500 titles: \$30
 - 501-1000 titles: \$50
 - More than 1000 titles: \$100

Request deposit: \$15 per catalogue listing

 - ◆ Copies of IRS Form 1099, Form 1042 or Annual International Royalty Summary (AIRS) for prior calendar years: \$15 each

Account charge deposit per form: \$15

 - ◆ General documents in BMI's archival files: \$25 per document

Request deposit: \$25 per document

 - ◆ General documents in BMI's paper files: \$30 per document

Request deposit: \$30 per document
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All requested items will be shipped via regular first-class mail at no additional charge. Other delivery methods are available at these rates under one request form for U.S. addresses:

Second Day Air: \$15

Overnight air delivery: \$20

Fax transmission of 10 pages or less: \$10

UPS: As determined by shipper plus \$10

Messenger service: Cost to BMI plus \$10

Fax transmission of more than 10 pages: \$1 per page

*All requests must be accompanied by a deposit by check or credit card
BMI will send invoice with documents or charge your credit card for balance due
Deposits will be applied to total cost, but are non-refundable in the event of cancellation*