1. **Fill in order form** (pages 1 - 3)

2. **Fill in Declaration of Exemption** (page 4)

3. **Fill in GEMA licence order / exemption form**  
   (German Musical Copyright Society)  
   (do not fill in details regarding pressed work, replication company or producer)

Even if all titles on the audio material sent are exempt from GEMA, replication still has to be reported. This is free of charge. The only requirement is that the Declaration of Exemption and the GEMA licence order / exemption form be filled in, signed and returned to us. We shall send the GEMA licence order / exemption form to the GEMA for you with all the appropriate documents.

Please fill in all the forms and send them, with the relevant documents, to:

Schnittecht-Fax No.: +49-351-4162888

N.B.: All forms should be completed in full, otherwise they cannot be processed.
ORDER FORM

Order(s) to be sent to following address:

First name

Family name

Street and house no.

Postal code and town

e-mail address

Tel. no. (for any queries)

VUT Membership No.

GEMA / GVL No.

I wish to order _______ 12” vinyl discs (150g, black)

<table>
<thead>
<tr>
<th>Recording</th>
<th>Maxi-cover</th>
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</thead>
<tbody>
<tr>
<td>□ one side only</td>
<td>□ black</td>
</tr>
<tr>
<td>□ both sides</td>
<td>□ white</td>
</tr>
<tr>
<td></td>
<td>□ 170g</td>
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<tr>
<td></td>
<td>□ 280g</td>
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Single choice only – just tick one box please

☐ 5 test pressings (60,- Euro including despatch, packaging and VAT)
N.B.: only if order follows

On DSM master cuts special priority should be given to:
☐ max. sound level
☐ trebles 1 : 1

☐ Vinyl-compatible track mastering required (40,- Euro per track))
(which includes CD of mastered track)

Points to note when mastering: ____________________________________________

Production details
Title - production: _________________________________________________________
Interpreter - production: _________________________________________________
Label: _________________________________________________________________
Catalogue no.: ___________________________________________________________
Playing time, A side: _____________________________________________________
Playing time, A side: _____________________________________________________
How did hear about Schnittecht?

Production takes approx. 3 to 4 weeks following receipt of all documents and pre-payments. For technical reasons, more or fewer pressings are not possible and additional charges are made for extra pressings.

**No order will be fulfilled unless the GEMA licence order / exemption form has been filled in.**

By signing this Order Form I accept Schnittecht’s General Terms of Trade and place a binding order for the above audio material.

Date / Signature / Company stamp

Once you have filled in your Order Form, send it with your audio material (audio CD, WAV, AIFF, mp3 (256kb/s)) to:

**Schnittecht - VinylRecording Service**  
**Postfach 280154**  
**H. Günther**  
**01141 Dresden**  
**Germany**

or via

e-mail: tracks@schnittecht.de  
Fax: +49 351 4162888

We confirm every order by e-mail or phone. Please remember that all orders are subject to pre-payment. Archives are kept of all data sent to us. Third parties have no access to your material.

**Banking details:**

Account holder: H. Günther

Ostsächsische Sparkasse Dresden

Account No.: 41 23 01 34 01

Branch code: 850 503 00

**International bank details:**

IBAN: DE50 8505 0300 4123 0134 01

BIC: OSDDDE81XXX
# LIST OF TITLES

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<th>Speed 33/45</th>
<th>CD track, name of title</th>
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DECLARATION OF EXEMPTION

Client

First name

Family name

Street and house no.

Postal code and town

e-mail address

Tel. no. (for any queries)

Declaration of Exemption
regarding rights to mechanical replication, copyright, author’s and other rights.

The client has instructed Schnittecht (the contracting company) to undertake mechanical replication by a pressing (mechanical replication) company.

This declaration of guarantee and exemption is valid for the present contract agreed to between the client and Schnittecht (the contracting company) and for all subsequent agreements and production orders between the two parties, even if no explicit reminder of the fact is given. The declaration becomes valid retrospectively from the time a first production order is made and remains valid even if titles are not named separately, because the parties to the contract are agreed that only orders for which the client signs a declaration of exemption shall be fulfilled.

The client declares that he possesses all requisite rights for replication, such as the right to mechanical replication, the right to use certain film, audio, data and other recordings or film, and guarantees that all resultant copyright fees will be paid to the person or company to which they are due, and that the pressing (mechanical replication) company, or Schnittecht (the contracting company), will in no way be held responsible for them.

The contracting company and the client agree to a binding contract benefiting third parties under § 328 of the German Civil Code, for the benefit of the pressing (mechanical replication) company, or Schnittecht (the contracting company), in which the client releases the pressing company, or Schnittecht, from all third-party claims to compensation for loss or damage, in particular from all claims by third parties which include copyrights and owners’ rights to miscellaneous industrial property rights, rights by copyright companies, ancillary copyright companies or other such organisations, and from lawyer’s and legal expenses which may arise from alleged or actual infringement of such rights.

Date / Signature

This declaration should be filled in, signed and returned to us for each order. “An order can only be fulfilled on presentation of a signed Declaration of Exemption.”