

PRESSING AND DISTRIBUTION CHECKLIST

1. Term
2. Option
3. Rights
 - a) exploitation - clubs, free, radio, normal retail
 - b) distribution
 - c) pressing
 - d) manufacture
 - e) ancillary rights - film, video, TV
 - f) licensing (K-Tel)
 - g) cut outs sales
 - h) T.M.
4. Warranties
 - a) copyright - operation/distributor
 - b) defamation
5. Delivery
6. Advance
7. Distribution fee -
 - a) gross billings 18-20% including:
 - b) bad debts, cash discounts, promotion, marketing, artwork
 - c) credit for actual returns retail price
8. Reserves: -
 - a) 35% maximum - singles
 - b) 25% maximum - LP's

+ review

pro rata free sales

9. Accounting — periodic/ monthly
10. Licence and assignment
11. Cut out records
12. Letter of Credit
13. Territory
may enter agreements outside territory at any time
14. Record list:
15. Distribution Services:
 - a) storage
 - b) regular retail sales
 - c) customer orders
 - d) sales summaries
 - e) invoicing
 - process returns
 - point of sale
 - advertising, promotion
 - disbursement
16. Termination
 - a) get out clause
 - b) sell off period (6 m)
17. Manufacturing:
 - a) prices
 - b) artwork