

## MCPS

In arranging the manufacture of products, which have musical content, be it vinyl pressings, compact disc replication, CD ROM replication or DVD replication (commonly referred to below as discs), or any other music carrier, in order to comply with the Mechanical Copyright Protection Society - aka MCPS - Waiver Agreement, Replication Centre Limited will carry out the following procedures.

### Audio Products for retail sale:

Each time a customer places an order to manufacture "discs", be it a new or repeat order (which have musical content) Replication Centre Limited must check whether the Customer has obtained the necessary licence(s).

Replication Centre Limited will check whether the Customer is on MCPS's current AP1 list. If so, Replication Centre Limited will proceed to manufacture the discs. If not, Replication Centre Limited must obtain written confirmation from the Customer that it has applied to MCPS for an AP2 or AP2A licence for the relevant discs. Once Replication Centre Limited has received this confirmation Replication Centre Limited will proceed to manufacture the discs. If no such written confirmation is received from the Customer, Replication Centre Limited will inform the Customer of the need to obtain the appropriate licence from MCPS and provide MCPS with full details of the request to manufacture discs together with the Customer's contact details. **However**, Replication Centre Limited **will proceed to manufacture the discs as instructed by the Customer**.

### Audio-visual product for retail sale:

Replication Centre Limited will check whether the Customer is on MCPS's current DVD1 list or AVP list (depending upon whether the product is a music product or general interest product, respectively). If so, Replication Centre Limited will proceed to manufacture the discs. If not, Replication Centre Limited will contact the MCPS licensing team to obtain email confirmation that the Customer has obtained (or is in the process of obtaining) the necessary licence(s) from MCPS

### Corporate products and branded products:

Replication Centre Limited must ask the Customer for written evidence that it has obtained the necessary licence(s), whether from MCPS or directly from the relevant MCPS member.

For further information about the MCPS and the MCPS Waiver Agreement visit [www.mcps-prs-alliance.co.uk](http://www.mcps-prs-alliance.co.uk)

### Reporting

On a monthly basis, Replication Centre Limited shall send full and accurate completed "Manufacturing Returns" to MCPS, covering all discs containing musical works that have been manufactured.

Upon request, Replication Centre Limited will supply MCPS further information required by MCPS in respect of the manufacture of discs (by way of example only, this may include additional contact details of the relevant Customer or agent or confirmation that the number of units, is consistent with what has been notified to MCPS by the Customer.

If Replication Centre Limited has any doubts or concerns over any aspect of the copyright in relation to a musical work, it reserves the right to contact MCPS.

### Confidentiality

In agreeing to the MCPS Waiver Agreement, both Replication Centre Limited and MCPS agrees it will at all times keep confidential information acquired in consequence of the agreement, except for information which they may be entitled or bound to disclose under compulsion of law or where requested necessary for the performance of their professional services.