

Instructions for using, copying or transfer copyrighted media:

1. Print out this page
2. Write your full legal name in the space provided at the beginning of the agreement
3. Write the complete title or description of copyrighted media supplied, including but not limited to videos, pictures, photos, music, documents, and any electronic files
4. Sign and date at the bottom
5. The completed / signed agreement must accompany the source media.

Shade Tree Media Copyright Release Agreement for Media Supplied by Customer

I, _____ (full legal name), request the services of Shade Tree Media to use/copy/transfer the supplied media below on my behalf and accept any and all Copyright infringement or other liability that could result from using, copying or transferring such supplied media. I hereby declare that I, or the company that I represent, own the legal rights to the named media below, or that I have secured permission from the rightful owner to use, copy, transfer such media, or I have attempted to obtain permission and was unable to locate the owner of such media. I authorize Shade Tree Media and/or its employees or agents to use, copy or transfer the named media below on my behalf. I agree to assume all responsibility relating to my right to use, copy, or transfer such media.

I have read the above agreement and understand it.

Title List (include title names and media format such as video, audio, pictures, etc.)

	Title Name or Description	Format
#1		
#2		
#3		
#4		
#5		
#6		
#7		
#8		
#9		
#10		

Customer's Signature: _____ Date: ____/____/____