



**APPLICATION FOR HFA LICENSING ACCOUNT**

This form is to create a licensing account with HFA for the manufacture and distribution of CDs, Audio Cassettes, LP s, DPD's, Ringtones etc. within the U.S. If you are interested in licensing music represented by HFA for lyrics, tablature, digital jukeboxes, background music and other digital uses, please contact Newmedia@harryfox.com and describe your proposed digital use.

**1. GENERAL CONTACT INFORMATION**

Name of Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

(No P.O. Boxes; must be a street address. If a rural address, we need street address plus P.O. Box) Country: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax#: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Is your company affiliated with any other HFA accounts? \_\_\_\_\_ If yes, please list the account names and numbers

**2. PRELIMINARY RELEASE INFORMATION**

Anticipated Quantity of Units: \_\_\_\_\_ over 2,500 (See section 3 below)  
\_\_\_\_\_ 25 - 2,500 (For mechanical licenses in a quantity of 25 to 2,500 units,  
Please use Songfile. Visit <http://www.harryfox.com/public/songfile.jsp> for  
more information.

**3. ADDITIONAL INFORMATION ON ACCOUNTS RELEASING 2,500+ UNITS**

Please provide full name \_\_\_\_\_

Have you ever done business with HFA before? If Yes, under what account name? \_\_\_\_\_

Check the category which best applies to you: \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ LLC \_\_\_\_\_ Individual \_\_\_\_\_ Other  
(specify other) \_\_\_\_\_

If incorporated, please supply State of Incorporation \_\_\_\_\_

Please supply Corporate Tax ID Number \_\_\_\_\_

If an individual, please supply Social Security Number \_\_\_\_\_

Bank Name: \_\_\_\_\_ Bank Address: \_\_\_\_\_

Type of Account: \_\_\_\_\_ Bank Telephone: \_\_\_\_\_

Outside the U.S: Intermediary Bank Name: \_\_\_\_\_

Intermediary Bank Address: \_\_\_\_\_

Intermediary Bank Telephone No. \_\_\_\_\_ Intermediary Bank Account No. \_\_\_\_\_

Swift ID No. \_\_\_\_\_ Bank account name (if different than above): \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_



4. HFA ONLINE LICENSING TOOLS

Licenses with an HFA account can have access to our online licensing system, eMechanical, and to online reports of licensing activity. These tools are described further below. If you would like to use HFA Online, you must designate an Administrator(s) responsible for overseeing user accounts for your company s employees as described below. You may designate more than one person with Administrator duties; if your company elects to do this, please send a separate copy of the form for each Administrator.

eMechanical is a web-based mechanical licensing application, which will allow you to apply for licenses for physical and digital products online. Licensees can submit and track the progress of license requests in real time; research their entire licensing account online, not just transactions submitted through the application; and request licenses for digital permanent download singles and albums. Please note that this is not a bulk license request tool; if you are interested bulk licensing, please inform an HFA Licensing agent.

Online Licensing Reports give licensees the ability to view all their licensing transactions online and download this data to their own systems. In addition, these reports will help to identify trends or analyze problems using a set of business analytical tools. The data used by the reporting application is now refreshed on a monthly basis with plans to move to weekly updates. The following reports are available in both Adobe PDF and Microsoft Excel formats: Download of License Transactions, Reports of License Transactions by Status Summary; Status Detail; Release Detail; and Song, and Notice of Song Ownership Changes. The reports may be customized using a series of prompts, or filters. The filters for licensing transactions include transaction type (such as digital), transaction status (such as unsigned), and the reporting period.

To utilize the HFA Online Licensing tools, please complete the following:

The organization(s) identified on the reverse of this page hereby request(s) HFA to open an account for and assign a password to the employee identified below, who will act as an Administrator to oversee access within our organization(s) to HFA s online systems. It is understood that the Administrator will be subject to all applicable terms governing use of HFA s online systems and will be responsible for supervising the access of our employees to HFA s online systems in accordance with such terms.

Administrator Name: \_\_\_\_\_  
Administrator Title: \_\_\_\_\_ Administrator Department: \_\_\_\_\_  
Administrator Postal Address: \_\_\_\_\_  
(if different than company): \_\_\_\_\_  
Administrator Email: \_\_\_\_\_  
Administrator Phone: \_\_\_\_\_ Administrator Fax: \_\_\_\_\_

In signing below I represent that I am authorized by the organization(s) identified above to designate the person identified above as an Administrator to oversee our employees' access to HFA s online systems.

By: \_\_\_\_\_ Print Name: \_\_\_\_\_  
Authorized Signature  
Dated: \_\_\_\_\_ Title: \_\_\_\_\_

**Return with License Request (attached) to:**

Licensing Department  
The Harry Fox Agency, Inc.  
40 Wall St., 6<sup>th</sup> Floor  
New York, NY 10005  
Fax 646-487-6799

**HFA Internal Use ONLY:** Approved by: \_\_\_\_\_ Acct # \_\_\_\_\_