

Canadian Musical Reproduction Rights Agency Limited

56 Wellesley Street West, Suite 320, Toronto, Ontario Canada M5S 2S3

Phone: (416) 926-1966 Fax: (416) 926-7521 WWW: http://www.cmrra.ca

Mechanical Licensing Return / Refund Policy

Dear Sir, Madam:

CMRRA's refund policy will be applied based on the following two components:

The licenses have already been issued:

Once your licenses have been issued, it is impossible for CMRRA to refund or credit any royalties for the songs in question in the event you decide to not use them. It is very important that you are certain of the songs you wish to use before the licensing process is completed.

The licenses have not been issued:

Although licenses have not been issued, CMRRA will not refund any monies after **six (6) weeks of cashing your payment** with the following exceptions:

- a) CMRRA does not represent the publisher;
- b) CMRRA has been unable to verify ownership of the song;

While we do our best to make sure that all information concerning such compositions is accurate and up-to-date, song and catalogue ownership can change hands on a frequent basis and because of this, such information may need to be verified with the copyright owner(s) in question. It is also possible that the composition you are looking for may not be registered with CMRRA at this time. This does not mean that the composition is not represented by CMRRA but it does indicate that we will have to verify its ownership with the publisher(s) concerned if such publisher is represented by CMRRA.

The process of verifying song ownerships with our publisher-principals may take a few days to many months and we cannot issue licenses for those songs (or portion of songs) until such confirmation has been obtained. It may even happen on occasion that a copyright owner cannot be identified or located. If such is the case with the composition you wish to use, CMRRA will refund the royalties to you after we have exhausted all possible avenues of research. At that point, if you can demonstrate that all reasonable efforts to locate the copyright owner have been made, you may then submit your license application to the Copyright Board of Canada pursuant to Section 70.7 of the Copyright Act.

c) The song is in the Public Domain.

In order to avoid submitting license applications and making a payment of royalties and handling fees for songs not represented by CMRRA, we encourage you to explore our website and research our song and publisher database in advance. For further information, we also encourage you to contact our Pay-As-You-Press department at (416) 926-1966 or by fax at (416) 926-7521.

Please do not hesitate to contact us should you have any questions!