



CANADIAN MUSICAL REPRODUCTION RIGHTS AGENCY LTD.  
 AGENCE CANADIENNE DES DROITS DE REPRODUCTION MUSICAUX LTÉE

320 – 56 Wellesley St. West,  
 Toronto, Ontario, Canada M5S 2S3  
[www.cmrra.ca](http://www.cmrra.ca) | [inquiries@cmrra.ca](mailto:inquiries@cmrra.ca)  
 tel: 416-926-1966 | fax: 416-926-7521

## Application for Mechanical Licences

### PART 1: APPLICANT/LICENSEE INFORMATION - all fields are mandatory except for Alternate Phone #

Applicant/Licensee Name:	
Applicant/Licensee Email Address:	Manufacturer (MNF) # - issued by CMRRA:
Primary Telephone #: (ex. 555-555-5555)	Alternate Telephone #:
Applicant/Licensee Full Address:	

### PART 2: CONTACT INFORMATION - complete only if different to Applicant/Licensee information above

Contact Name:	Contact Email Address:
Primary Telephone #: (ex. 555-555-5555)	Alternate Telephone #:
Contact Full Address:	

### PART 3: PRESSER INFORMATION - all fields are mandatory

Is this a first pressing? <input type="checkbox"/> YES <input type="checkbox"/> NO	If this is not a first pressing, please indicate the Pressing # and complete Parts 1-4 only.	Pressing #:	# of Copies Manufactured: *  <small>*Royalty Calculation is based on a          minimum of 500 copies.</small>
Is Pressing Waiver attached? <input type="checkbox"/> YES <input type="checkbox"/> NO	Pressing Company Name:		
Pressing Company Telephone #:	Pressing Company Email Address:		

**PART 4: PRODUCT (ALBUM) DETAILS** - all fields are mandatory except for Catalogue #. Please provide this # if available

Performing Artist Name (Album): **  ** If the Performing Artist is "various", please indicate the individual artist associated with each track in Part 5.	Album Format: <input type="checkbox"/> CD <input type="checkbox"/> VINYL <input type="checkbox"/> CASSETTE <input type="checkbox"/> USB <input type="checkbox"/> OTHER (please specify) _____
Album Title:	
Release Date (mm/dd/yyyy):	Catalogue #:

**PART 5: TRACK & MUSICAL WORK DETAILS**

NOTE: This (PDF) version of the application form is for use if you are completing the form electronically and have more than 2 tracks. This form supports a maximum of 16 tracks; if your product contains more tracks than this, please contact us directly for further instructions or use the print version of the form. This package contains worksheets for medleys, adaptations and/or translations.

Use the [Track and Musical Work Sheets](#) to complete the details for this section.

**Medleys:** If your work is a medley, complete the track details in the Track and Musical Work Sheet once only and complete your work details on the [Medley Sheets](#) provided.

**Adaptations/Translations:** If you are using an adaptation or translation of a musical work, please use the [Adaptation/Translation Sheets](#).

**Important:** A mechanical licence for any adaptation, translation, or derivative can only be issued once changes to the original work have been authorized by all concerned publisher(s). Once you have secured all mandatory authorizations directly from the concerned publisher(s), please promptly provide copies of the signed agreements to CMRRA. For information on how to obtain authorization, refer to Step 1: [The Pay-As-You-Press/Import Licence Application Process](#), on our website.

**Online Distribution**

The licensing and royalty reporting obligations related to the online distribution of recordings to Canadian consumers is the responsibility of the entity that offers this service to those consumers (such as iTunes, Spotify, etc...). CMRRA directly licenses the online music services that do business in Canada and as such, you, as a CMRRA licensee for the above physical product, are not required to obtain a licence for online distribution by such third-party services. However, if you intend to engage a third-party service to make this recording available online, for downloads and/or streams, we ask that you provide us with the International Standard Recording Code (ISRC) of the recording to facilitate its identification in the third-party data sets and the related payment of royalties for the musical work in question. If you are unsure what the ISRC is or where to obtain an ISRC, please consult the following [link](#).

**Track & Musical Work Sheet:** Enter the track and work details below for each track - 2 entries per page

Track #:	Track Artist:		
Track Title:	Track Type: <input type="checkbox"/> Vocal <input type="checkbox"/> Instrumental		
ISRC#: (ex. KLM333444555)	Additional Work Properties: <input type="checkbox"/> Medley <input type="checkbox"/> Public Domain (PD) <input type="checkbox"/> Adaptation  If Medley, indicate # of Works in Medley:		CMRRA Work #:
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Work Title:			
Composer/Author:		Arranger: (only if work is Public Domain)	
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**Adaptation/Translation Sheet:** *Enter the details of the adaptation/ translation below – 3 entries per page*

Original Work Title:	
Adapted/Translated Work Title:	
Original Work Composer(s)/Author(s):	Adaptor(s)/Translator(s):
Publishers (if known): If the publisher is Unknown, please indicate the original performer or another well-known artist who has recorded this work	



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