

# COPYRIGHT OWNERSHIP INFORMATION REQUEST APPLICATION FORM



Enquires (868) 624-2688 Ext 2007 | [medialicensing@cott.org.tt](mailto:medialicensing@cott.org.tt)

Email the completed form to [medialicensing@cott.org.tt](mailto:medialicensing@cott.org.tt) or Fax (868) 627-9985

## CONTACT INFORMATION

|                 |  |  |  |
|-----------------|--|--|--|
| Contact Person: |  |  |  |
| Company Name:   |  |  |  |
| Address:        |  |  |  |
| Email:          |  |  |  |
| Phone / Fax:    |  |  |  |
| Intended Use:   | Synchronising work(s) for Commercial Advertising                     |  |  |
|                 | Mechanical Reproduction [ CDs, DVDs, Flash Drives or Cover Versions] |  |  |
|                 | Including the Work(s) in a Film, Documentary, or Television Program  |  |  |

## SIGNED

I am authorised to sign this form which is a request to COTT to provide Copyright Ownership Information for the below listed composition(s). I agree to pay all fees by the Due Date. I understand and accept the conditions listed on this form.

|           |  |
|-----------|--|
| Name      |  |
| Position  |  |
| Signature |  |
| Date      |  |

# COPYRIGHT OWNERSHIP INFORMATION REQUEST

Licensing enquires (868) 624- 2688 Ext 2007 | [medialicensing@cott.org.tt](mailto:medialicensing@cott.org.tt) [www.cott.org.tt](http://www.cott.org.tt)

## WORKS INFORMATION

|     | COMPOSITION | PERFORMER(S) | Tick if Master To be used | FOR OFFICIAL USE ONLY |                        |
|-----|-------------|--------------|---------------------------|-----------------------|------------------------|
|     |             |              |                           | COPYRIGHT OWNER(S)    | MASTER RIGHTS OWNER(S) |
| 1.  |             |              |                           |                       |                        |
| 2.  |             |              |                           |                       |                        |
| 3.  |             |              |                           |                       |                        |
| 4.  |             |              |                           |                       |                        |
| 5.  |             |              |                           |                       |                        |
| 6.  |             |              |                           |                       |                        |
| 7.  |             |              |                           |                       |                        |
| 8.  |             |              |                           |                       |                        |
| 9.  |             |              |                           |                       |                        |
| 10. |             |              |                           |                       |                        |
| 11. |             |              |                           |                       |                        |
| 12. |             |              |                           |                       |                        |
| 13. |             |              |                           |                       |                        |
| 14. |             |              |                           |                       |                        |
| 15. |             |              |                           |                       |                        |
| 16. |             |              |                           |                       |                        |
| 17. |             |              |                           |                       |                        |
| 18. |             |              |                           |                       |                        |
| 19. |             |              |                           |                       |                        |
| 20. |             |              |                           |                       |                        |
| 21. |             |              |                           |                       |                        |
| 22. |             |              |                           |                       |                        |
| 23. |             |              |                           |                       |                        |
| 24. |             |              |                           |                       |                        |
| 25. |             |              |                           |                       |                        |

REGISTERED OFFICE:  
BRANCHES:

139 - 141 Abercromby Street, Port of Spain  
15B Carib Street, San Fernando  
19 Dutch Fort, Lal's Building, Scarborough, Tobago

PHONE: 624 - COTT (2688)  
PHONE: 657 - COTT (2688)  
PHONE: 635 - COTT (2688)

## CONDITIONS FOR THE PROVISION OF COPYRIGHT OWNERSHIP INFORMATION

COTT agrees to provide the information requested by the Applicant on this form on the following terms and conditions:

### 1. DEFINITIONS

- a. **Applicant** is the person or entity on whose behalf this Copyright Ownership Research Application Form has been completed.
- b. **Copyright Owner** means the owner or licensee of the right to reproduce the musical work.
- c. **Master Recording** means the original sound recording or audio-visual work in which the copyright is owned or controlled by the Master Rights Owner.
- d. **Master Right Owner** means the person who owns or controls all copyright in the Master Recordings and includes 'producer' of the Master Recordings.

### 2. APPLICANT TO COMPLETE FORM

To ensure efficient processing, applicants must submit a complete application, excluding the sections labelled "Copyright Owner" and "Master Rights Owner." Incomplete applications will not be considered.

Given the potential existence of multiple musical compositions with identical titles, applicants are required to specify the name(s) of the work's performer(s).

### 3. PROVISION OF INFORMATION

Please be advised that all information will be sent to the email address provided on the application form.

The applicant acknowledges that all information provided is based on COTT's records as of the date the application is processed. As these records are subject to daily changes, the information provided may not accurately reflect the ownership of the musical work on the date the applicant reproduces it. COTT will notify the applicant of any changes.

### 4. NO AUTHORISATION AND APPLICANT TO CONFIRM

Please note that the information provided by COTT does not grant any form of authorisation to utilise the musical work in any manner. To obtain such authorisation, it is essential to seek permission from the owner or licensee who holds the relevant rights.

### 5. WARRANTY AND EXCLUSION OF LIABILITY

The Applicant acknowledges and accepts that COTT shall not be held responsible for any loss, damage, claim, or demand incurred or made by any individual, regardless of whether it is based on tort, contract, or otherwise, and whether it arises wholly or partially from reliance on information provided by COTT, whether caused directly or indirectly by error, omission, negligence, or otherwise of COTT, its employees, or agents.

### 6. PAYMENTS

The Applicant shall remit a fee of TT\$75.00 for the provision of Copyright Ownership Information. The aforementioned fee shall encompass research for up to and including Seven (7) compositions, with an additional fee of \$5.00 for each subsequent composition. An invoice detailing the applicable fees will be issued upon receipt of the duly completed application. Said invoice shall be settled within seven (7) days from the date of issuance (hereinafter referred to as the "Due Date").

### 7. MASTER RECORDINGS

The Applicant acknowledges that the master recording is subject to a separate copyright. The Applicant further acknowledges that, in instances where the master recording of a musical work specified on the form is to be utilised, they must seek additional information regarding the ownership of copyright in such recordings.