

**MyDrive Supply Form**

Hard Drive Number:.....

**Allocated to : (All fields \* are mandatory):**

\*Name:.....

\*Address:.....

\*Telephone:.....

\*Mobile:.....

\*Business E-mail address:.....

or Personal E-mail address:.....

Date supplied:.....

**In order to provide the best service it would be helpful to know a little more about your music use:**

How often do you use library/production music?.....

What type of productions have you been currently working on?.....

**Conditions:**

1. The drive is the property of JW Media Music Ltd and is supplied strictly on a loan basis.
2. The client shall not delete files nor add files to the drive.
3. All drives supplied have been virus checked with the latest Symantec virus definition, on the day of supply. The libraries involved do not accept any responsibility for any IT issues which arise as a result of using MyDrive.
4. Should the client no longer require the drive for work related purposes he/she should contact JW Media Music Ltd and arrange for its return.
5. All music on MyDrive is copyright and the client acknowledges that any music usage from the drive will be reported to MCPS/PRS and the correct licence shall be obtained.
6. JW Media Music reserve the right to charge for lost drives.
7. Updates will be made available from time to time and JW Media Music will contact the client to facilitate the exchange of drives (supplying a pre-paid envelope for the return of the old drive).

**The client hereby acknowledges receipt of the drive and accepts the conditions of use.**

Name (please print):.....

Signature:.....

Date:.....