

YBI FINAL SUBMISSION FORM



This form is to be submitted along with your completed YBI Project file. This form *must* be signed and dated before any disc duplication takes place.

We recommend that you use the "YBI Project Checklist" included in your YBI Welcome Kit and complete all steps from the "Finalize Project" menu within the YBI Memories Builder software application. When finished, you will have a computer file named "SendToYBI7.ybz" to submit along with this Final Submission Form.

Locate this file and burn it onto a CD (if using "Easy CD Creator," choose "Data CD," not "DirectCD") and send to YBI. We recommend keeping a backup file for your records.

CLIENT AND DELIVERY INFORMATION

Client Name (or name of school):	Delivery Address: (Street)
Contact Person (Yearbook Adviser or Project Manager):	(City, State, Zip Code)
Contact Person Telephone Number:	Best Time to Call:
Contact Person Email:	Client Fax Number:

ORDER INFORMATION

Final Number of CDs Ordered:	NOTE: At least 100 discs must be ordered to meet minimum quantities for a YBI order.	YBI Portrait Pages: <input type="checkbox"/> Yes, there is a Portraits section <input type="checkbox"/> No, there are no portraits
Final Delivery Date:	NOTE: This date must be at least 30-days after this form is received by YBI / StoryRock.	NOTE: Your disc label artwork for this project should have been submitted 90-days prior to the "Final Delivery Date" (see date to the left). Failure to submit label artwork at this prior time may cause delays in your order. Please contact your YBI CSR immediately.

PACKAGING OPTIONS

Selected One of the Following:

Paper Sleeves (seperate distribution) Disc Hubs (mounted inside yearbook cover) Plastic Sleeves (mounted inside yearbook cover)

SALES REP INFORMATION

Printed Yearbook Sales Rep Name:	StoryRock (YBI) Customer Service Rep Name:
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AUTHORIZATION

By signing below I verify that I have reviewed the project being submitted and I am approving the publication on behalf of my school and administration.

I represent that I am familiar with the copyright laws governing reproduction of copyrighted materials such as music and other audio, video, photography, and artwork. I warrant that I have received permission and license from the owner(s) of any copyrighted material included in the submitted project that is different, or in addition to, the materials that have been provided by StoryRock / YBI for the building of the submitted project, and warrant that all submitted materials are authorized for processing and reproduction for the purposes that I intend to use them for. Further, I have the legal right to, and do authorize and grant a non-exclusive license to YBI / StoryRock, Inc. to reproduce the materials and return them to my agents or me.

By submitting I agree to pay the agreed upon charges set forth in the Publishing Agreement for processing and duplication associated with this project. I also agree to indemnify and hold blameless StoryRock, Inc. and its agents for any and all liability, damages and expenses it may incur as a result of its processing or duplication of any of the above-mentioned materials, including any claims brought by any other persons claiming an interest in the materials or their subject matter.

Name (please print):	Authorized Client Signature:	Date
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Send this form and disc with your project (.ybz) file to: **StoryRock
Attn: YBI
474 Bearcat Drive
Salt Lake City, UT 84115**