Artist _____ **Project #** _____ Media _____ of _____

Project/Song _____ **Date** _____

c Ready to archive c Backup Time _____ AM/PM

Label Contact: Phone: ( )

Producer Phone: ( )

Studio/Contact Phone: ( )

Engineer Phone: ( )

Assistant Engineer Phone: ( )

Physical Medium	Bit Depth	Sample Rate	File Format
	☐ 16 ☐ 24	☐ 44.1 ☐ 88.2	☐ AIFF ☐ QT ☐ BWF ☐ WAV
	☐ 32 c _____	☐ 48 ☐ 96 c _____	☐ SD2 ☐ DSD c _____

Media Type	Time Code Format	Sync Reference (or master)
☐ Redbook ☐ Masterlink ☐ Yellowbook ☐ ISO 9660 c _____	☐ 24 ☐ 29.97 NDF ☐ 30 ☐ SMPTE ☐ 25 ☐ 29.97 DF ☐ ___ ☐ MTC	

	DAW Platform	Format	
☐ Master ☐ DIG (Clone) Copy ☐ Analog Copy ☐ Work Tracks/Files	☐ Mac ☐ PC O/S _____	☐ HFS+ ☐ HFS ☐ FAT 32 ☐ NTFS	Software _____ Version _____ Backup software _____ Version _____ ☐ DP ☐ Nue ☐ Sadie ☐ Logic ☐ PT ☐ TDM ☐ LE ☐ HD

Songs/Files

Plug Ins/ Peripherals Used

Name	Version	Name	Version

NOTES _____

AES/NARAS MEDIA ID LABEL REV. 091708

Producers & Engineers Wing