

**RECORD COMPANY AUTHORIZED
RIAA GOLD AND PLATINUM PLAQUE ORDER FORM**

Date _____

Dear Label Representative:

As a licensed plaque manufacturer for the Recording Industry Association of America, I am required to receive prior authorization from an authorized record company/label representative before production on any Gold®, Platinum®, Multi-Platinum® or Diamond® Award bearing the trademarked RIAA name or logo.

This precautionary step helps to ensure the integrity of the RIAA award program as well as inhibit any possible counterfeit manufacture of Gold and Platinum RIAA industry awards. RIAA framers are required to accept plaque requests only from an "Authorized Orderer," defined as the company to which RIAA has issued an audit certification for a recording or music video. As a licensee I am required to keep written verification that each RIAA award plaque has been manufactured for a certified recording and ordered by an authorized label representative.

This form will serve as authorization for the manufacture of the following awards:
(Please identify the artist, title and recipient of the award)

Signature _____ Company _____

Print Name _____ Title _____

The above mentioned record company will be responsible for payment of these plaque orders unless other arrangements are made in advance. Shipping instructions must also be arranged in advance. An authorized label representative may give permission for a separate party to receive awards by submitting a signed letter on record company stationary. This form is for authorization purposes only. Please sign, date and return this form with your order.

Thank You

RIAA Licensed Manufacturer