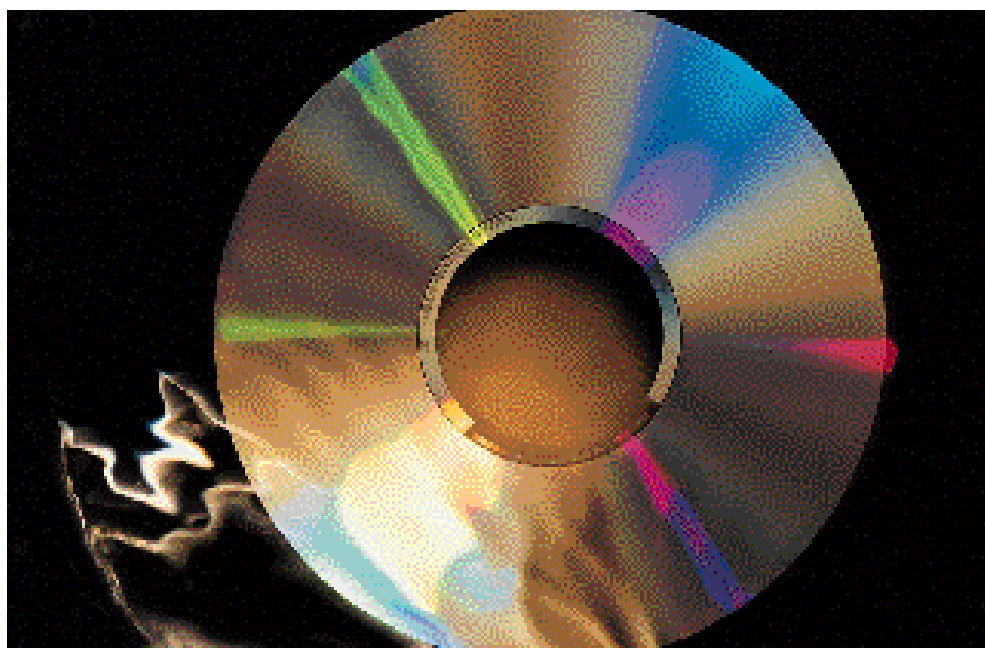


# SONY



## CD-ROM MANUAL

V3.0E

<b>Introduction</b> .....	1
<b>1. Data Carrier</b>	
1.1. CD-ROM .....	2
1.1.1. General .....	2
1.1.2. Services .....	2
1.1.3. Order guidelines .....	3
1.2. CD EXTRA .....	4
1.2.1. General .....	4
1.2.2. Storage capacity .....	4
1.2.3. Premastering and input media .....	5
1.2.4. Further specifications .....	5
<b>2. Input Carriers</b>	
2.1. CD-R, CD-ROM .....	6
2.2. Electronic data transmission via ISDN .....	6
2.3. 8 mm Exabyte tape .....	6
2.4. 4 mm DDS tape .....	6
2.5. SyQuest Cartridge .....	6
2.6. MO cartridge .....	7
2.7. Apple Macintosh / DOS SCSI hard disk .....	7
2.8. QUIC tape .....	7
2.9. Tape filing formats .....	7
2.10. Other data carriers and input formats .....	7
<b>3. Premastering/Mastering</b>	
3.1. General information .....	8
3.2. Formatting .....	8
<b>4. Label Printing</b>	
4.1. Printing Processes .....	9
4.2. Printing Areas .....	9
4.3. Label Film Dimensions .....	9
4.4. Film Specifications for Label Print .....	16
4.5. Standard Contents .....	18
4.6. Colours .....	19
4.7. Label Film Data on Electronic Storage Media .....	19
4.8. Label Film Data via Electronic Data Transfer .....	20
4.9. Production of the Label Film .....	21
<b>5. Disc Serialization</b>	
<b>6. Packaging</b>	
6.1. Printing Process .....	23
6.2. Film Specifications for the Production of Artwork and Stickers .....	23
6.3. Specification for Artwork and Stickers .....	29
6.4. Special Formats .....	36
6.5. Packaging of Supplied Artwork .....	38
<b>7. Sony DADC – The Company</b>	
<b>8. Information Sheets</b>	
New Customer Data Sheet	
Technical Data for Input Carrier	

### List of Revisions

Version 2.2D	January 1994	Number of pages: 34
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List of changes:

- CD EXTRA included in the list
- Electronic data transmission via ISDN included in the list
- Revising input carriers
- Supplementing packing options by special formats
- Overprint changed to 3 mm
- All drawings new
- Supply condition for artwork

*This handbook was set up to help you in the correct preparation of input components for CD production with Sony DADC. Similar handbooks are available for other formats such as CD-Audio, Laser Disc, MiniDisc and PlayStation Disc. Compliance with the specifications for input components indicated in the respective chapters will avoid time-consuming, reworking which may considerably extend the production time, thus making it more expensive. Therefore, we advise you to provide these specifications to those responsible for the preliminary work, in particular mastering, graphics and sound studios. Please note that the final result will depend on the quality of the components supplied. To avoid defects in the components which lead to undesired final results, we ask you to absolutely adhere to these specifications.*

*In general, all prices and schedules of Sony DADC are based on the assumption that the input components provided by you will meet the subsequent specifications. Components which do not meet the specifications, will be returned, or improved upon customer's request and the additional expenses will be charged. Prices for CDs and special services (e.g. data formattings, film exposure, film production) can be seen in our valid price list.*

## 1. DATA CARRIER

### 1.1. CD-ROM

*The following pages contain important specifications for the data carrier as well as examples for the additional information required which has to be provided in the form of the additional sheets in the enclosure.*

#### 1.1.1. General

The main features of the CD-ROM (Compact Disc - Read Only Memory) consist in the possibility of storing large quantities of data by means of a compact data carrier, little weight, rapid free-selection access, a relatively cheap and quick possibility of duplication, a favourable price/performance ratio as well as simple and easy handling for the final customer.

All types of digital information can be stored on CD-ROM(e.g. text, numbers, graphics, sound, video - or any combination thereof). New developments based on the Compact Disc technology such as CD-ROM XA (eXtended Architecture), CD-I (Interactive), CDEXTRA (EnhancedMusicCD) and the Sony PlayStation show the enormous potential of this technology in the field of multimedia applications.

The maximum storage capacity is as follows for:

**12 cm CD-ROM mode1:**

77 min

= 709.632.000 Bytes

**8 cm CD-ROM mode1:**

21 min 50 sec

= 201.216.000 Bytes

#### 1.1.2. Services

Similar to CD-Audio, Sony DADC is also a leading manufacturer of CD-ROM.

Statistical process controls and in-line inspection systems form a Key part of our production process. Full 100% checks by means of automatic test systems of label print and read-out sides are implemented with the strictest error criteria. A team of highly qualified staff as well as auxiliary means such as optoelectronic test devices, an electron microscope with X-ray spectroscopy and climatic chambers are available for permanent process control and improvement, for systematic error analyses as well as for maintaining the durability of our products.

The processes and procedures are qualified according to ISO-9002. This is an essential reason for the fact that Sony DADC has, qualified, after successfully proving a 6-sigma quality, for 'Ship to Stock' Status to some of the largest international computer manufacturers.

**Our services comprise of the following:**

- personal assistance by a member of Customer Service staff
- mastering / formatting of all CD formats
- mastering of all CD formats
- disc production in minimum cycle times
- label film printing on the CD
- support in artwork generation
- disc serialization
- packaging / dispatch
- Drop shipment
- on-line data transfer via 2Mbit / second ISDN
- prototype establishment on CD-R

We will be pleased to assist you in the solution of your technical problems. For CD EXTRA we offer, among other items, software tools and information for simpler editing of your application. If you are interested in an electronic link for transmitting your master data and other components to DADC

Austria, we will be pleased to offer you our know-how and our experience and will reserve storage capacity for your data on our servers.

If you need further services, please inform our Customer Service department so that we can assist you in the realization of your project.

### 1.1.3. Order guidelines

A copy of our New Customer Data Sheet as well as our 'Technical Data for the Input Carrier' form is enclosed with this manual. For easy implementation of your order please return the completed forms to Sony DADC.

## 1.2. CD EXTRA A new CD format

### 1.2.1. General

CD EXTRA is a new CD format developed especially for interactive music CDs by Philips, Sony and Microsoft and standardized in the so-called Blue Book. Here music titles are connected with a multimedia application without any disturbing side effects. Although so-called "mixed mode" CDs have been available for a long time, the CD EXTRA has many advantages.

The combination of music with computer data is realized in the CD EXTRA by the multisession principle. Two 'sessions' are copied onto the CD, the first session only contains the music information according to the "Red Book" standard, whereas the computer data are stored in the second session.

CD audio players can only access the first session, thus there is no risk that your CD player will reproduce computer data or remain mute during the data track.

CD EXTRA compatible CD-ROM drives, on the other hand, can access both sessions. Thus, you can listen to the different music titles and also start the multi-

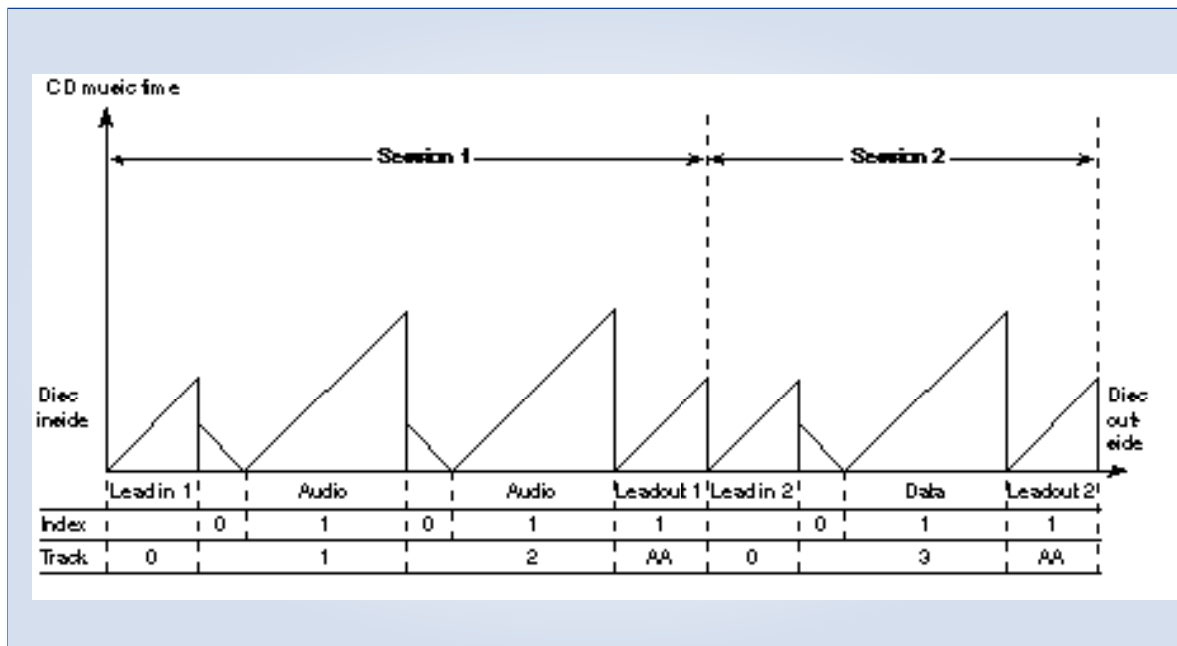
media application on your computer. Then the music experience is complemented by additional information such as lyrics, pictures and much more.

With regard to a traditional "mixed mode" CD it must be stated that reproducing computer data on traditional audio CD players may lead to heavy hiss and even damage to the loudspeakers.

### 1.2.2. Storage capacity of a CD EXTRA

Sony DADC produces CDs with a maximum capacity of 77 minutes. Two minutes and 30 seconds are required to put the two sessions on the CD EXTRA. The remaining 74 minutes and 30 seconds are available for music and its interactive applications.

Let us consider an example of an Audio CD with 10 music titles, each lasting 5 minutes. This results in a total music time of 50 minutes. Therefore less the time for putting the sessions together, 24 minutes and 30 seconds or approximately 215 megabytes is available for texts, graphics, pictures, videos, biographies and much more.



### 1.2.3. Premastering and input media for CD EXTRA

You can send us your CD EXTRA already formatted on a CD-R. We will produce an exact copy of your CD-R.

If you have questions with regard to formatting or need support in premastering your order, please contact your Customer Service staff at Sony DADC. If you do not have the possibility to 'burn in' your music titles and your multi-media application on a CD-R, you can send us separate storage media for music and computer data. We will then, in accordance with the specification, produce your CD EXTRA in our premastering studios.

### 1.2.4. Further specifications for CD EXTRA

#### CD LOGO

As on every CD the appropriate compact disc logo has to be shown on the CD EXTRA label. Please

note that the logo for a CD EXTRA differs from a CD Audio logo. We recommend the display of the CD EXTRA marketing logo. Guidelines for the use of the logos can be found on page 18 in chapter 4.5.

Logo for  
CD EXTRA



CD EXTRA  
Marketing logo



#### LABEL PRINTING AND PACKAGING

For printing and packaging a CD EXTRA label the same specifications are applicable as mentioned in chapters 2 and 3 of this manual.

## 2. INPUT CARRIERS

CD-R/CD-ROMs, CD images on tape and CD images, transmitted via ISDN, are our preferred input carriers. These are subjected to a format check and can then be used immediately for mastering. Thus, we are able to achieve shorter cycle times for your orders and costs in premastering do not accrue.

Please mark your input carriers with a catalogue number. Be sure to use suitable fibre markers so that the surface of the disc is not damaged, particularly with CD-Rs.

### 2.1. CD-R (Recordable), CD-ROM

We prefer this input carrier because it can immediately be used for mastering. If you want to "burn in" additional music data (audio tracks) onto your CD-R for a mixed mode CD, please carry out a listening test on a commercially available audio player. Mind that there are no interruptions or "clicks" in your audio part before sending your CD-R to us.

Based on our experience we would like to state that multisession CD-Rs may cause compatibility problems with first-generation CD-ROM drives. Therefore, if possible try to "burn in" your CD-ROM data in one session.

### 2.2. Electronic data transmission via ISDN

For reduced transport times of components to Sony DADC, we offer a data link via an ISDN primary rate interface directly to our servers. This data link has a maximum range of 2Mbit / second.

The data of a 650 Mbyte CD-ROM are then copied in approx. 47 minutes to our servers. Due to previous compression of your data the transmission can still be reduced further. After receiving a compressed image we automatically carry out a decompression and a checksum control. The production of a glass master is then carried out on-line. Upon request the system transmits a short e-mail to the sender and acknowledges transmission without errors.

You can also transmit your label film and artwork data. These are further processed in our graphic studio on Apple Macintosh PCs or on IBM-compatible PCs. The data formats suited therefor are given on page 19, chapter 4.7.

If you are interested in this kind of transmission for your CD-ROM data and order components please contact us. We will be pleased to assist you in establishing an electronic connection.

### 2.3. 8 mm Exabyte tape

Sony DADC will accept all Exabyte formats (8200, 8500, 8505). We prefer the 8500 format which is described with a block size of 8192 bytes in ANSI labelled standard.

Always use tapes which are suited for computer applications. These tapes will guarantee high data safety and good quality.

For tape archive formats (backup formats) see chapter 2.9., page 7.

### 2.4. 4 mm DDS tape

4 mm DDS is used by the majority of tape archive formats. As immediate mastering of backup formats is not possible we first have to copy your data from the tape and then reformat it. Please note that this takes more time and is more expensive.

Always use tapes which are suited for computer applications. These tapes will guarantee high data safety and good quality.

For tape filing formats (backup formats) see chapter 2.9., page 7.

### 2.5. SyQuest Cartridge

You can supply to us the following SyQuest Cartridges:

- 3.5 inch cartridges  
105 MB and 270 MB format
- 5.25 inch cartridges  
44 MB, 88 MB and 200 MB format

Please copy your data on defragmented and error-free cartridges so that there are no problems when establishing the master.

If you send us Macintosh data please describe what the desktop should look like.

## 2.6. MO cartridge

Please note that MO cartridges are described in a particular format which depends on the interface board and the drive.

At present we use the following MO interface boards:

- Adaptec AHA 1540/1542, AHA 2940/2942 (with Corel or ASPI drivers)
- Macintosh (internal SCSI controller)

If you use a different interface board or driver please send us the required hardware as well as the software.

Processable MO cartridges:

- 3.5 inch cartridges  
128 MB and 230 MB format
- 5.25 inch cartridges  
600 MB and 1.2 GB format (512 Bytes/sector)  
650 MB and 1.3 GB format (1024 Bytes/sector)

Please copy your data on defragmented and error-free exchange drives so that there are no problems when establishing the master.

If you send us Macintosh data please describe what the desktop should look like.

## 2.7. Apple Macintosh / DOS SCSI hard disc

Only send defragmented hard discs and take care that your data on the hard disc does not exceed the maximum capacity of a CD ROM.

For Macintosh hard discs please add a description or a printout of the desktop as it should appear on the CD-ROM.

## 2.8. QIC tape

We can read the data of the following QIC tapes (quarter inch tape cartridges) described on an SCSI QIC tape drive:

QIC-150, QIC-120, QIC-24 and QIC-11.

## 2.9. Tape archive formats

Sony DADC support the following tape archive formats should you want to send us "backup data".

### ● **MS-DOS/WIN**

ARCSOLO version 3.01,  
Cheyenne Software, Inc.

Norton Backup version 2.0,  
Symantec Corporation

Backup Basics, version 3.1 Rev. 3.65,  
Arcade Software Inc.

Corel SCSI for Windows version 1.63,  
Corel Corporation

MS Windows backup software

### ● **MS Windows NT**

Windows NT backup software  
(WIN NT version 3.51)

### ● **Macintosh HFS**

Retrospect Remote, version D2-2.1 A WS,  
Dantz Development Corporation

### ● **OS/2**

SyTOS Plus Backup, version 1.37, Sytron  
Corporation

### ● **Unix File Systems**

TAR (normally included in UNIX  
operating system)

## 2.10. Other data carriers and input formats

We will also accept data carriers and input formats different from the ones listed above. Should you wish to send us a data carrier not described on the previous pages, please contact our Customer Service department.

## 3. PREMASTERING/ MASTERING

### 3.1. General information

You can submit already formatted data on CD-R / CD-ROM as an image on tape or on-line, or leave the formatting of your data to us. If you submit a tape, please inform us whether there is a CD-ROM image or a backup (e.g. TAR) on the tape.

CD-R/CD-ROMs, CD images on tape and CD images transmitted via primary rate ISDN are our preferred input carriers. These are subjected to a format check and can then be used immediately for mastering. Therefore we are able to achieve shorter cycle times for your orders and costs in premastering do not accrue.

Unformatted data on other storage media as well as backup formats on tape or unformatted data transmitted via ISDN first have to be converted into a CD-ROM compatible format. Please note that these additional process steps take more time and are more expensive.

When sending hard disks or exchange discs please communicate the number of files and the data quantity. Pack your data carrier carefully to avoid damage during transport. Moreover, we ask you to label your input carriers. Please be sure to use suitable fibre pens which do not damage the surface of the disc, particularly with CD-R.

### 3.2. Formatting

Sony DADC can format your data according to the following standards:

- ISO-9660
- ISO 9660 Level 2/3 for Windows 95
- ISO 9660 with Rockridge Extensions for UNIX
- Apple HFS
- Hybrid (ISO 9660 and HFS)
- DATA discman
- Mixed Mode CD-ROM (CD-ROM and CD Audio)
- CD-ROM XA
- Video CD/ Karaoke CD
- CD EXTRA (also in Hybrid format)
- Multisession CD
- CD Text
- Video CD-ROM
- Other formats based on the CD technology

All files which should be formatted according to ISO-9660 have to be in accordance with the ISO-9660 Designation Agreement. The file name may consist of the characters "A - Z", "0 - 9" and "\_" (underscore) but with a maximum of 8 characters in length and 3 characters extension. A maximum of 8 directory levels may be used (including the root directory). Please provide for sufficient cycle time in project planning to facilitate formatting and premastering.

## 4. LABEL PRINTING

The following pages contain important specifications on the CD printing and the film material required.

**Please transmit this information to your graphic artist or designer.**

### 4.1. Printing Processes

Sony DADC uses screen printing processes for printing CDs as well as offset printing processes.

**The following types of print can be processed:**

- line prints with up to 6 colours
- half-tone prints
- duplex and triplex prints
- Four-colour prints  
(picture disc: offset/screen printing)

For particular requirements with respect to printing quality in four-colour print, we offer the High Definition Picture Disc. This is to be recommended particularly with applications including photographs, faces, landscapes or designs which are similar to photographs.

A specific offset process is used which facilitates a resolution that is about double that of the screen print. Furthermore, it is possible to coat these High Definition Picture Discs with a gloss varnish.

### 4.2. Printing Areas

On the following pages the five possible printing areas on a CD label are illustrated (specification A-E).

- **Specifications A, B:** label printing only on the aluminium coated CD part.
- **Specifications C-D:** label printing on the aluminium coated part and on the uncoated interior parts of the CD.
- **Specification E:** only for High Definition Picture Disc

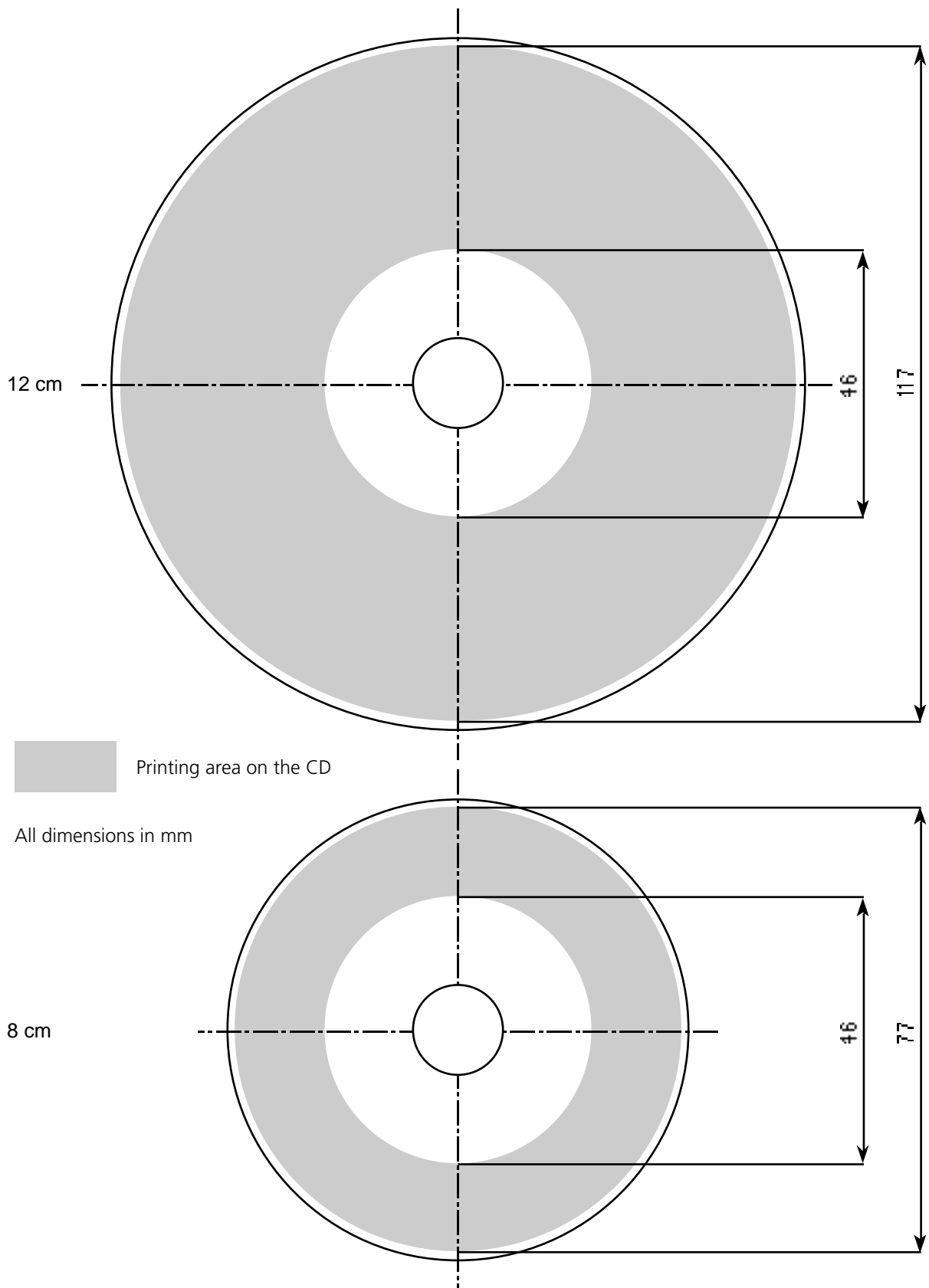
Please mind that there may be colour deviations between the print on the aluminium coated part and the non-aluminium coated interior parts. Therefore, we advise to preprint an entire white base to minimize colour deviations with specifications C, D and E.

### 4.3. Label Film Dimensions

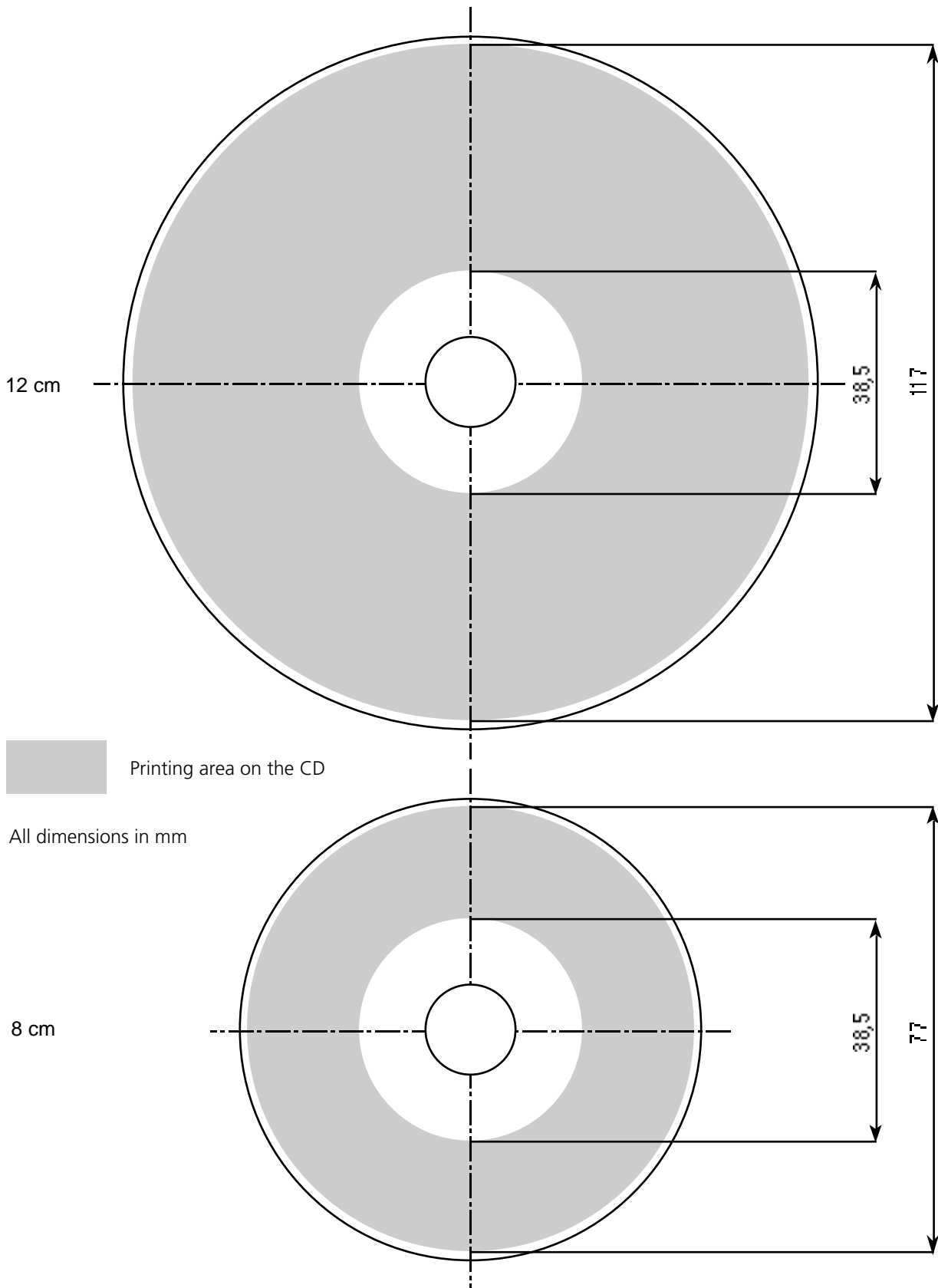
Please ensure that your label film(s) comply with the required specifications A to E (see page 10 to 15). Any necessary label film corrections are charged according to our price list.

For label films with specification E (only for High Definition Picture Disc) the non-printed inner groove and/or the centre hole of the CD in the film, should be included.

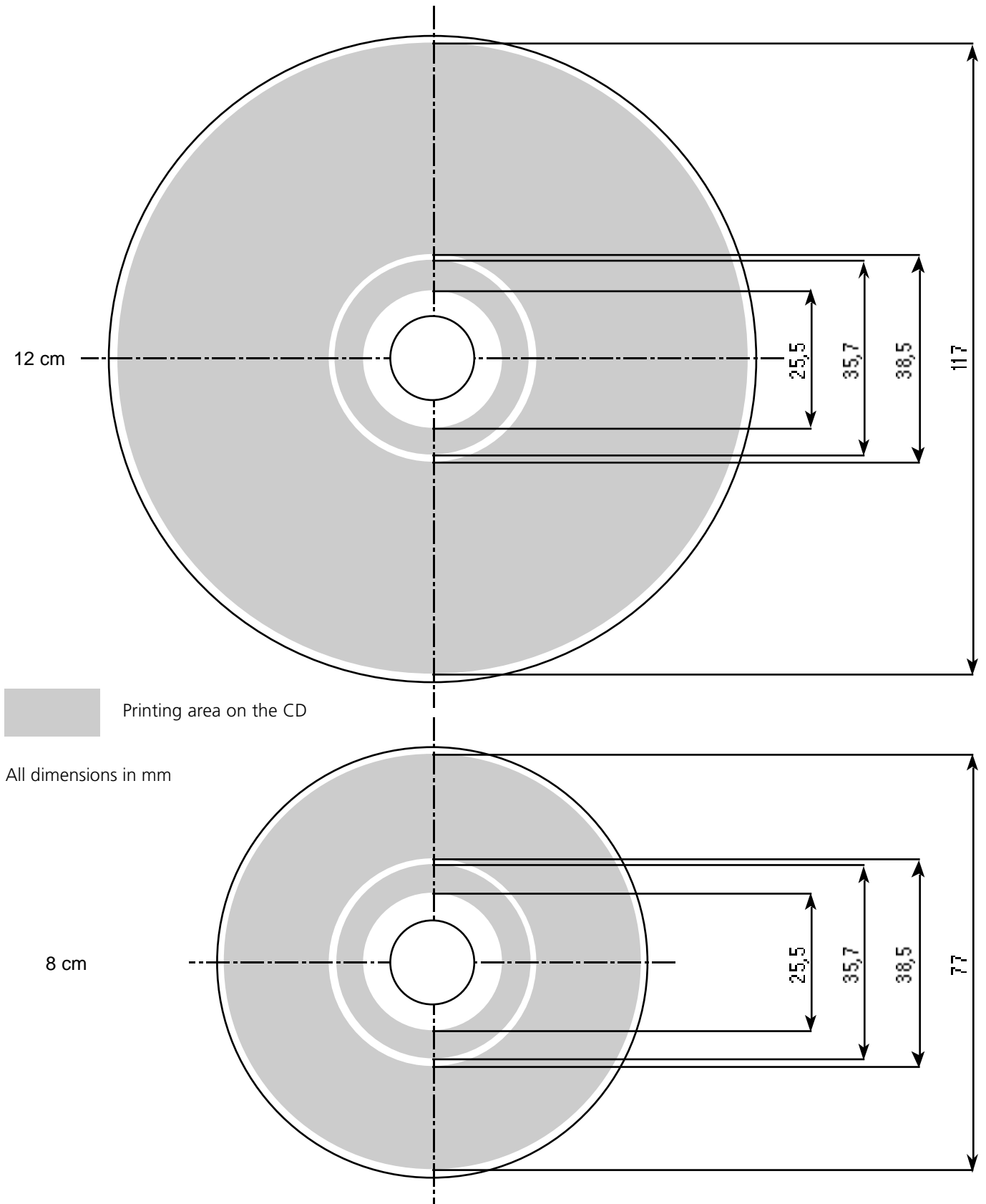
### Specification A



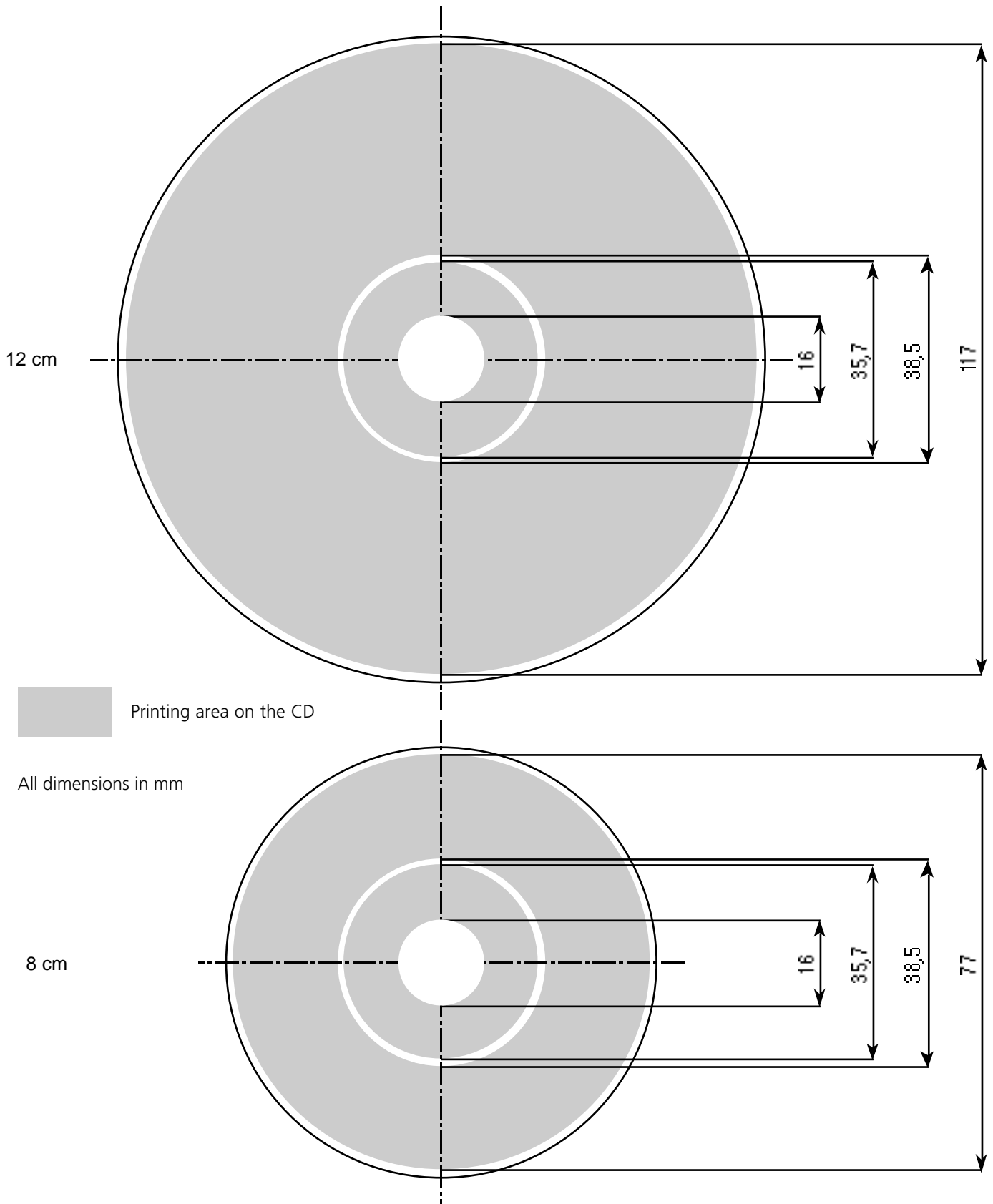
### Specification B



### Specification C

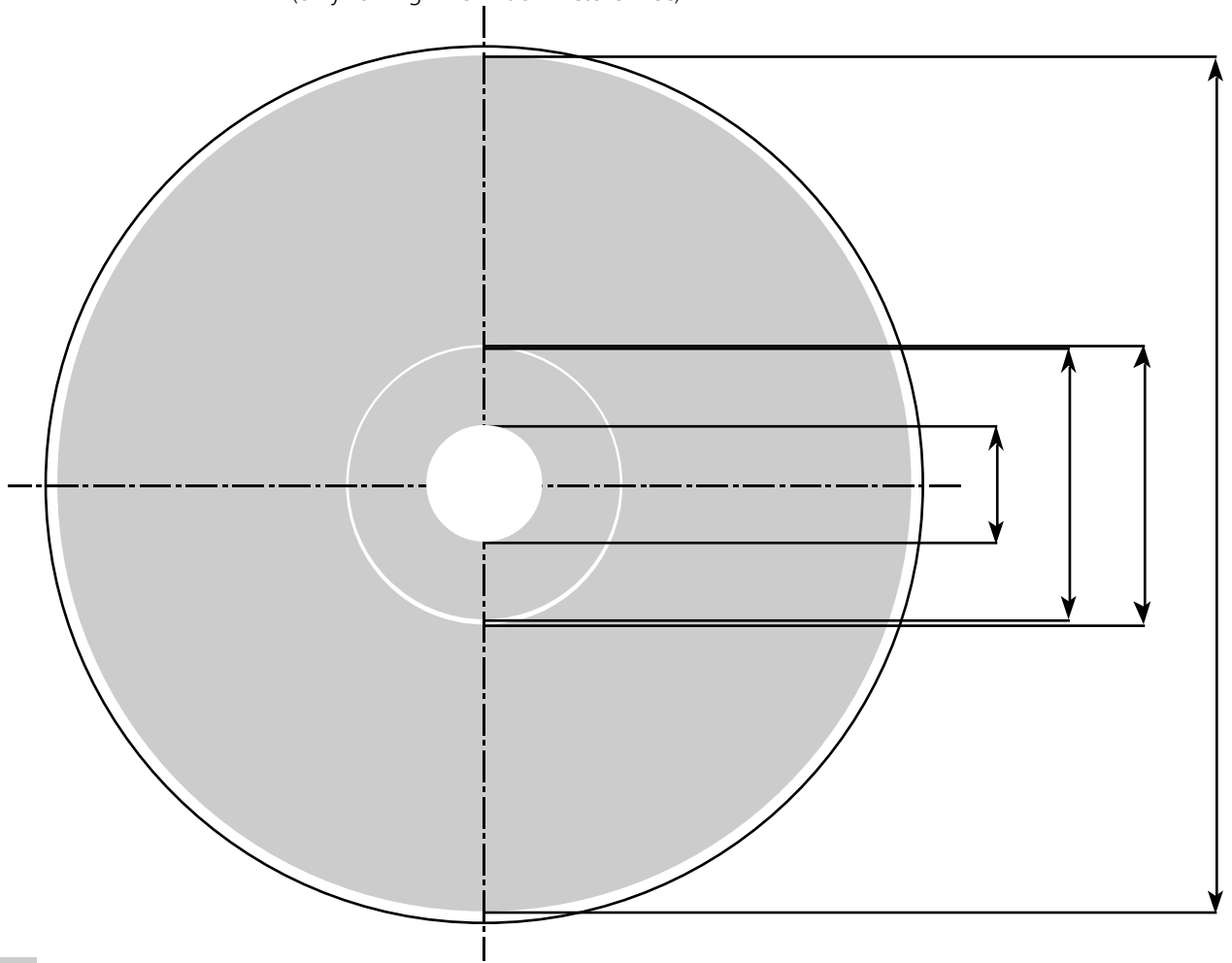


### Specification D



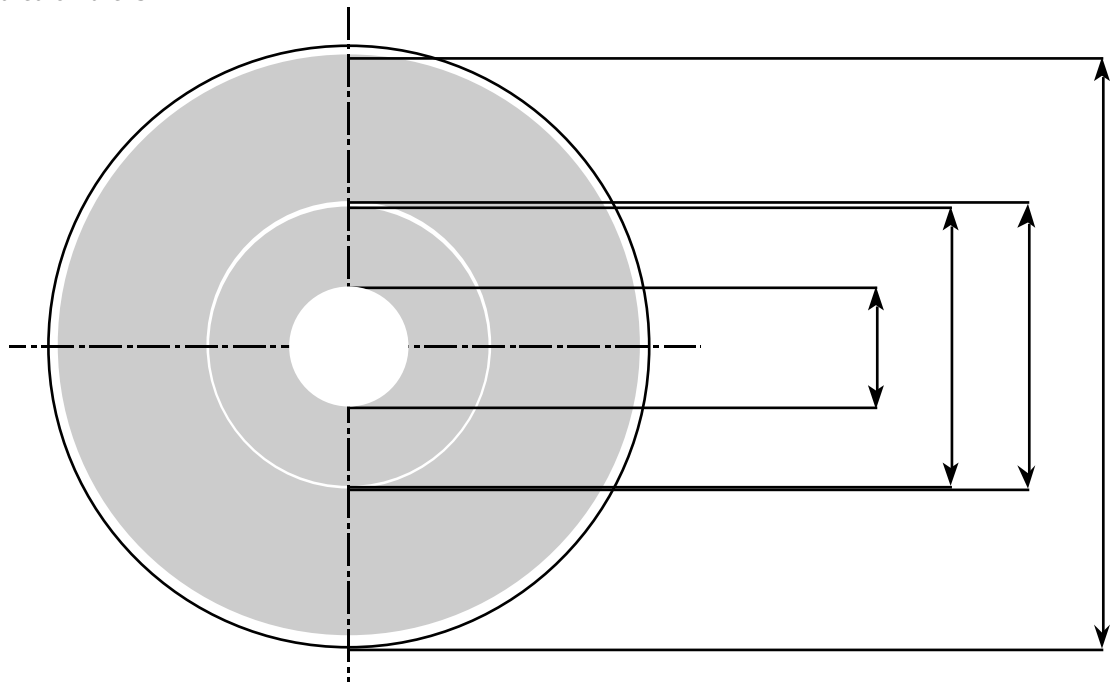
### Specification E/printing area on CD

(only for High Definition Picture Disc)



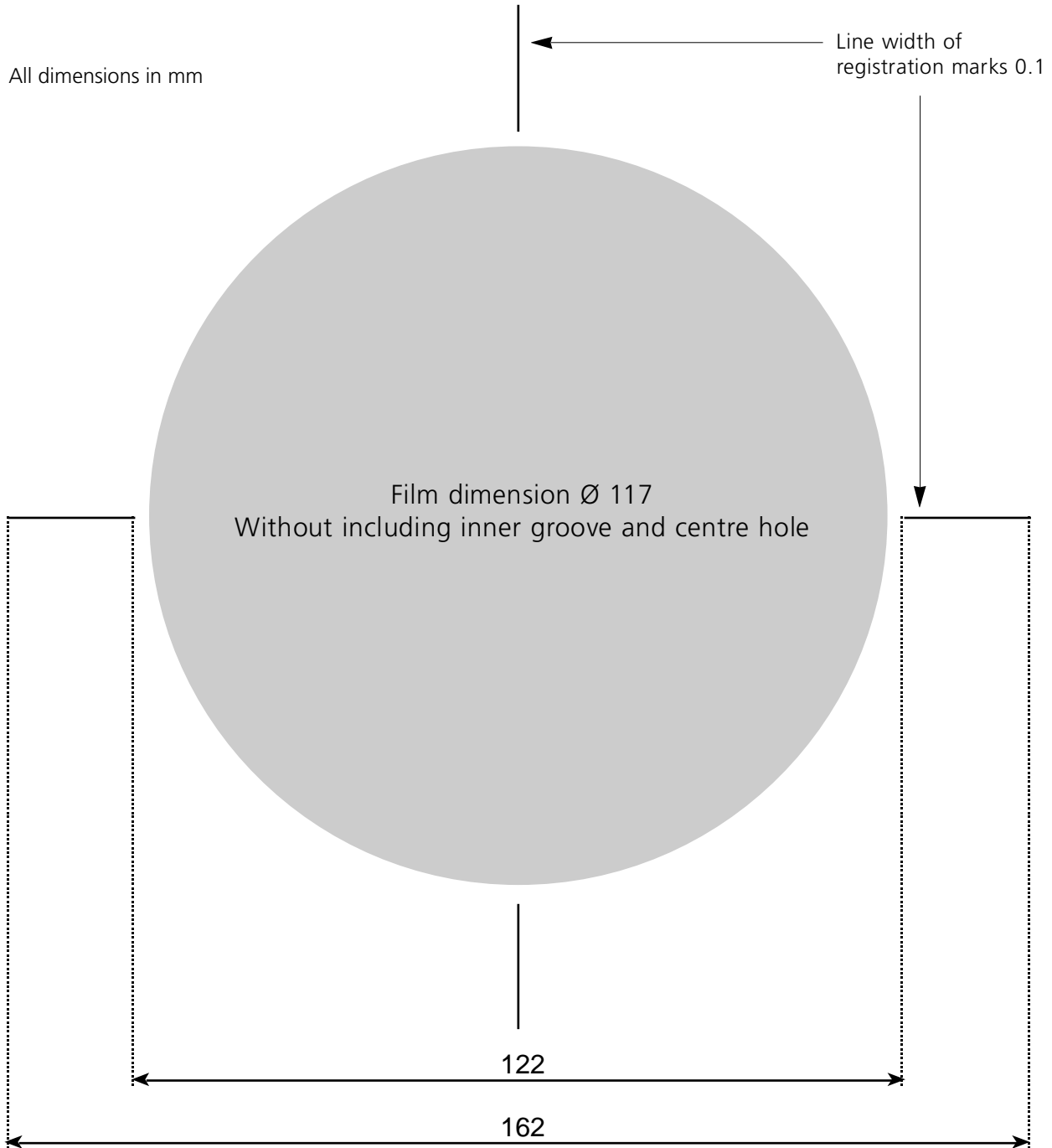
Printing area on the CD

All dimensions in mm



### Label Film for Specification E

(only for 12 cm High Definition Picture Disc)



### Label film for specification E

(only for 8 cm High Definition Picture Disc)

Film  $\varnothing$  77, registration marks similar to 12 cm disc

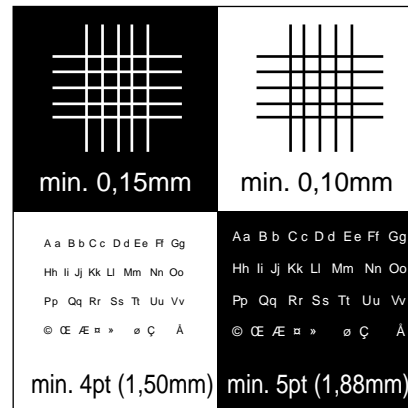
## 4.4. Film Specifications for Label Print

Unless indicated otherwise in one of the special printing processes below, we will need smooth, full-page screen printing films (positive, right side reading, emulsion up).

### Line widths and letter sizes

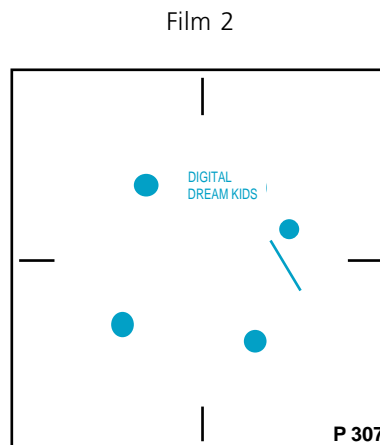
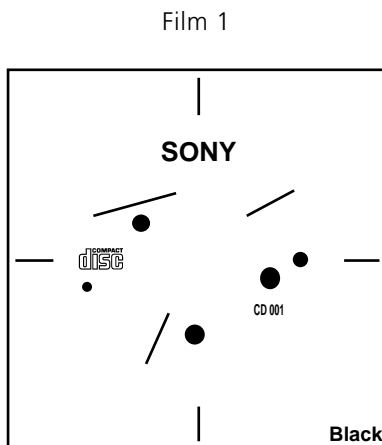
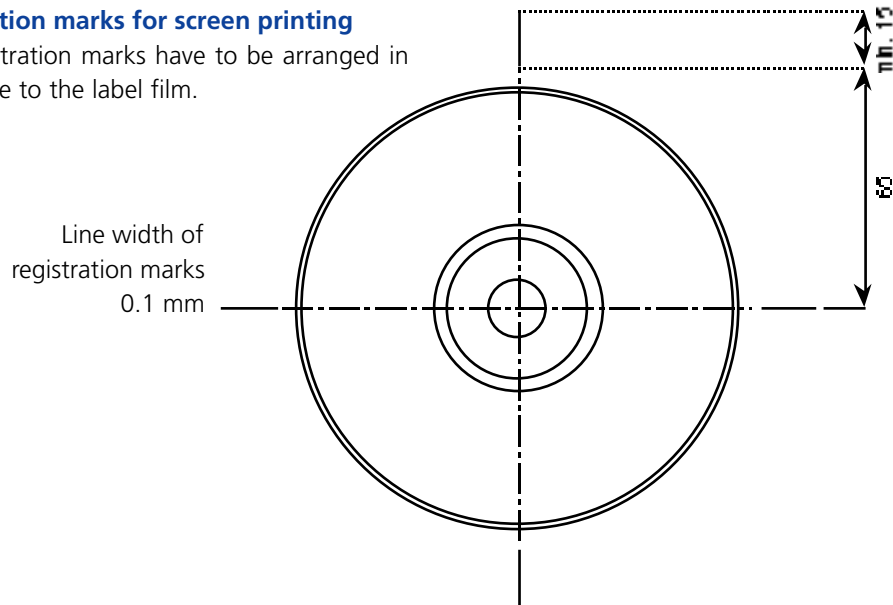
- The line width has to be at least 0.10 mm in positive print.
- The line width has to be at least 0.15 mm in negative print.
- The letter size has to be at least 4 pt. (1.50mm) in positive print.
- The letter size has to be at least 5 pt. (1.88mm) in negative print.

Please mind that with serif type fonts (e.g. Times) and with type faces such as "light" with letter sizes of 4 and/or 5 pt. the minimum line width of 0.10 and 0.15 mm is not achieved and thus an adequately larger letter size has to be selected.

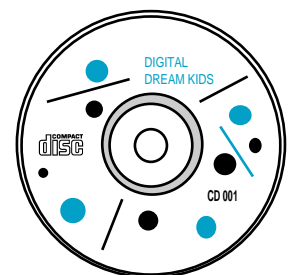


### Registration marks for screen printing

The registration marks have to be arranged in the centre to the label film.



Printing pattern on the CD



## Density

To be able to process your label films optimally the minimum film density has to be 3.0 in full tone.

### Duplex/triplex print (half-tone print) with Pantone colours

We will need smooth, full-page screen printing films (positive, right side reading, emulsion up) from you prepared as follows:

- Line width 34 l/cm
- Angle code 45°
- Max. density 15 - 85 %
- Elliptic dot shape

For duplex and triplex prints please use the following angle codes: 0°, 15°, 45° or 75°. With other angle codes a 'moiré-free print' is not provided.

### Four-colour print - Picture Disc

We will need smooth, full-page screen printing films (positive, right side reading, emulsion up) from you prepared as follows:

- Line width 54 l/cm
- Angle codes:
  - cyan 75°
  - magenta 45°
  - yellow 0°
  - black 15°
 or angle codes similar to the Hell and Crossfield system.
- Density 15 - 85 %
- Elliptic dot shape

To achieve favourable printing results we need a compulsory colour copy such as Cromalin, Matchprint, Pressmatch or test print.

Please take into account that there may be colour deviations from the original copies due to the different consistency of the base.

### Four-colour print - High Definition Picture Disc

We will need smooth, full-page screen printing films (positive, right side reading, emulsion down) from you prepared as follows:

- Line width 80 l/cm
- Angle codes:
  - cyan 75°
  - magenta 45°
  - yellow 0°
  - black 15°
 or angle codes similar to the Hell and Crossfield system.
- Registration marks to be centered only as shown in diagram page 18/chapter 2.4.

To achieve favourable printing results we need a compulsory colour copy such as Cromalin, Matchprint, Pressmatch or test print.

Please bear in mind that the base of the CD consists of polycarbonate with reflecting aluminium coating and therefore there may be colour differences compared to the artwork (paper/carton).

To provide (as much as possible) conformity of colours of printed matter (artwork) and the CD label print, we advise to preprint a full white base on the CD.

For Picture and/or High Definition Picture Disc printing Sony DADC can prepare four-colour separation/litho production of the label films for you. For materials required please refer to chapter 4.9. on page 21.

**4.5. Standard Contents**

**Catalogue number:**

A catalogue number has to be printed on the CD.

**CD Logo**

A Compact Disc logo also has to be shown on each CD-ROM in accordance with the Yellow Book standard. The Compact Disc logo should be seen clearly on the CD. Therefore, it has to be shown in highest possible contrast.

In any case the contrast between the logo and the background colour must not be less than 50 %.

**“Made in EU”**

A designation of origin is not necessary on the CD. However, if such designation is requested, it has to be “Made in EU”.

**Company address, label address**

To protect your product against piracy and to clearly state the holder of the rights, we ask you to indicate the company name and address on the label film or on the artwork.

The CD logo in accordance with the Yellow Book standard:



not admissible

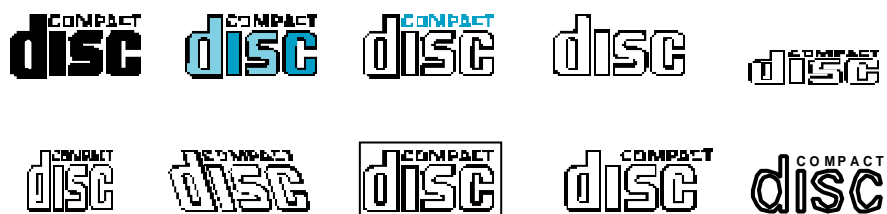


admissible

admissible:



not admissible:



*Deviations from the standardized Compact Disc logo are not permitted. Each of the two words has to be used in the same type font and type distance to each other. The CD logo must not be distorted, squeezed, decomposed, framed or composed of parts with different colours.*

## 4.6. Colours

Sony DADC uses the Pantone Matching System (PMS).

Please mark each label film with the Pantone colour number requested by you. Please select your colour from the Pantone Colour Selector 1000, except for double impression (2x) colours.

When using Pantone colours 801 to 814, preprinting should be carried out with white colour in order to achieve the luminescent effect similar to the Pantone Colour Selector 1000.

When producing your films please mind that a base of polycarbonate with reflecting aluminium coating is printed and therefore there may be colour deviations compared to printing on paper.

To provide (as much as possible) a compliance of the colours of artwork (e.g. booklets) with the CD label printing, we advise to preprint a full white base on the CD.

## 4.7. Label Film Data on Electronic Storage Media

Sony DADC have a DTP (Desktop Publishing) studio with the following standard equipment:

### HARDWARE

- Apple Power PC 8100, Apple Quadra 950
- Laser imager AGFA AccuSet 1000 with RIP Star 400 (resolutions up to 3000 dpi)
- Laser imager AGFA Avantra 25 with Viper Software RIP (resolutions up to 3000 dpi)
- 3M Desktop Colour Proofing System
- Drum scanner "Chromagraph S3300" (resolution up to 14000 dpi)

### SOFTWARE

- Quark X-Press
- Adobe Photoshop
- Aldus Freehand
- Aldus Pagemaker
- Adobe Illustrator
- Corel Draw (DOS)

### Apple Macintosh Data

If your label films are produced on an Apple Macintosh system you may transmit your designs to us on electronic storage media for film burn-out.

### DOS Data (Corel Draw)

If you have edited your designs under DOS, please send us a placeable EPS file in which the text is converted into curves and the image identification set is switched on.

If you have used Corel Draw please send us the CDR file.

### Other hardware and software

If you operate another software or hardware format, please contact our graphics studio (tel. +43/6246/880-448)

### The following storage media can be accepted:

- 3.5" floppy disk in Mac or DOS format
- 44/88/200 MB cartridge (5.25") in Mac format
- 270 MB cartridge (3.5") in Mac format
- MO disk 230 MB (3.5") in Mac format

### Please do not forget:

- Laser print-out: Attach a print-out of a laser printer to your documents.
- Fonts: Indicate manufacturer and all display settings, if necessary enclose screen and printer fonts.
- TIFF and EPS files: All graphic files (logos, company logos etc.) have to be supplied in all cases.
- Changes: Beware of the major resolution of the laser imager with fine lines, outlines and half tones. In general these become thinner.
- Marking: Your floppy or cartridge should be marked to provide clear identification.
- Liability: We do not assume liability for incomplete or defective files. Only submit copies you have checked and stored carefully.

### DTP-SERVICE DISC

Upon request we will provide a 3.5" disc with all CD logos and the copies of all label film specifications and artwork specifications used by us as Tiff or EPS and/or QuarkXPress files, respectively. Please contact our Customer Service department in this respect.

## 4.8. Label Film Data via Electronic Data Transfer

You also have the possibility to send us your data (label film and artwork) via ISDN or Internet for exposure. If you want to transmit data in such a way, we ask you to inform Customer Service.

### ISDN DATA TRANSFER

Please note the following:

#### Our ISDN numbers are:

4-Sight: **+43/6246/73692**

Leonardo: **+43/6246/72593**

#### Hardware requirements:

All ISDN adapters, preferably the current ISDN boards:

- Leonardo
- Planet
- 4-Sight

#### Software requirements:

- 4-Sight Manager Version 3.0 or
- 4-Sight Broadcast
- Leonardo Pro

#### Data preparation:

Our server is ready to receive on workdays from 8 a.m. to 10 p.m. (exceptions by prior agreement). Prior to the data transfer please inform our graphic studio (Tel.: +43/6246/880-448) in order to ensure sufficient storage space. With ISDN a laser print-out is not supplied compared to data delivery on storage media. Therefore, such a laser print-out must be faxed to our graphic studio (Fax +43/6246/880-392).

#### Data compression:

All compression algorithms available for Apple Macintosh (e.g. Stuffit, ".sit", Self Extracting Archives for MAC ".sea", Disk-Doubler, ZIP, etc.) can be used. Files edited under DOS/Windows can be compressed using PkZip or WinZip.

#### Data delivery:

Place all files (copy, fonts, Tiff/EPS, info file) in a directory and mark it with your name and the date (if necessary, abbreviations such as "Release 15.8.95").

Enclose a text document to the files containing the following data:

- With label films: number of colours used (4C or Pantone).
- With inlay card films: indication of front and rear side.
- With other artwork films: all data required for printing (e.g. 8-page digipack).
- Fonts and Tiff/EPS files used.
- Contact address for technical inquiries (graphic studio tel./fax)
- Name of Customer Contact at Sony DADC
- Order information associated with the catalogue number.

### INTERNET DATA TRANSFER

Data transfer via Internet is only suited for "emergencies" such as sending missing components including fonts, logos, Tiff or EPS files due to the high transmission time of 100 KB per minute.

#### Our Internet address is:

**Graphicstudio@dadc.co.at**

Please inform the Sony DADC Graphic Studio prior to transmission (Tel.: +43/6246/880-448).

#### Data compression:

All compression algorithms available for Apple Macintosh (e.g. Stuffit, ".sit", Self Extracting Archives for MAC ".sea", Disk-Doubler, ZIP, etc.) can be used. Files edited under DOS/Windows can be compressed using PkZip or WinZip.

#### Data delivery:

Send us an e-mail with the following information:

- Contact address for technical inquiries (graphic studio tel./fax)
- Name of customer contact at Sony DADC
- Order information associated with the catalogue number

## 4.9. Production of the Label Film

We offer the production of finished artwork and the production of the label film by our graphic studio.

To be able to do this we will need a layout or a sketch of your desired design with all information required (title, track name, position of Compact Disc logo, etc.). After label film production you will receive from us a fax copy for production release or for modifications to be carried out. We are also able to carry out the production of the colour separations required (lithos) for four-colour printing. (Picture Disc or High Definition Picture Disc). Please contact Customer Service department in regards of film production prices.

***To be able to do this we will need the following:***

- Slides, photos, drawings
- Layout (for positioning of texts, logos, graphics, etc.)
- Colour information (in cyan%, magenta%, yellow% and black%)
- Indication of print specifications (specification A, B, C, D or E)
- Indication of printing process (screen printing or offset printing)

Please note that 2 to 3 days are needed for the production of label films.

## 5. DISC SERIALIZATION

Sony DADC Austria offer the possibility to apply an individual series or code number for every disc of the CD-ROM production, e.g. for identification purposes. Your preselected series or code number is printed on the disc with the ink-jet process.

The series or code number is printed approximately 5 mm from the center hole of a disc in arc form. Normally this number is printed on the information side, written in reverse so that it can be read from the label print side (example 1). If requested, this number can also be printed in such a way that it can be read from the information side (e.g. with prints in accordance with specifications C to E) (example 2).

Please note that this service takes more time which may affect the cycle time of your CD-ROM.

The most important data of an ink-jet printer are indicated for disc numbering:

- Print image: 6 x 9 dot matrix, 3 mm high, 5 characters per 10 mm.
- The series or code number may consist of a maximum of 28 characters using numbers, letters and symbols. Of the maximum 28 characters 9 characters can be changed automatically (e.g. increasing order of numbers).
- Admissible characters of the series or code number are: letters "a-z", "A-Z", numbers "0-9" and symbols (selected characters of the ISO 8859-1 set of

characters) in case you want to use symbols please get in touch with our Customer Service.

- It is not possible to underline characters (e.g. 123456).
- A series or code number that changes can only be printed once on the same disc.
- Due to limitation of space on the disc surface the series or code number can be applied in one line only.
- The selected numbers of a series or code number can be increased or reduced by any constant value. Other characters such as letters or symbols remain unchanged.
- A maximum of 9 characters can be increased or reduced.

Example:  
 BCDE123456789  
 ABC-123456789gh0m  
 123456789abcdef  
 00000-123456789-0000000

The numbers 123456789 are the characters that can be changed.

- It is not possible to write in "bold" or "italics".

Special requests (e.g. printing random numbers which can be supplied on a DOS compatible 3.5" floppy disk) should be addressed directly to our Customer Service department.

Example 1



Example 2



## 6. PACKAGING

We accept orders for text inserts and similar artwork from our customers. In such cases we request that your studio provides documents according to chapter 6.2., with chapter 6.3. being valid for the artwork carried out by us.

Sony DADC can also process text inserts and similar artwork provided by you. In such cases please ensure that these comply with chapters 6.3. to 6.5.

### 6.1. Printing Process

Generally, the artwork is manufactured by qualified printers in four-colour offset print and the use of additional special colours and varnishing is possible.

### 6.2. Film Specifications for the Production of Artwork and Stickers

When supplying litho films for artwork and/or carton sleeves or stickers, please bear in mind the following:

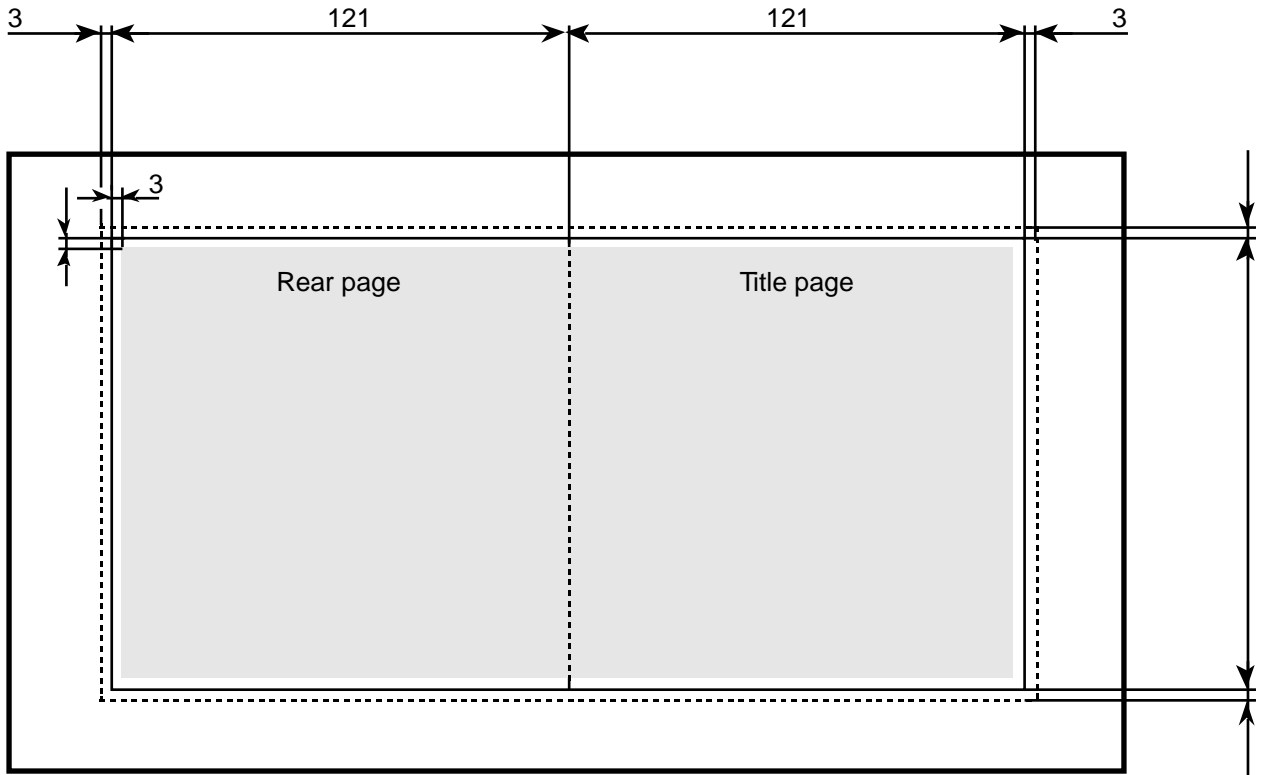
- Send only smooth offset films (positive, right reading, emulsion side down)
- **Optimum screening for artwork films: 70 l/cm**
- Angle codes:
 

cyan	75°
magenta	45°
yellow	0°
black	15°
- **All artwork must have a catalogue number.**
- Page number on all films.
- Please do not indicate origin details except for "Made in EU". Other data with regard to origin are not admissible and will be removed.

- Please mark each film with the respective colour.
- Please arrange films in such a way that the booklet is closed at the left. With special products such as leporello, posters, etc. please enclose a folding sample.
- Films must have a bleed of 3 mm. The cutting marks are arranged outside of the bleed.
- To avoid mismatches, please supply a compulsory match print with all films. However, please note that there may still be slight colour deviations between proof and artwork.
- The films should not be damaged and must be packed in a roll container or carton to prevent folding.
- If you request a colour match between artwork and CD label print, special colours have to be specified in the same colour system.
- To protect your product against piracy and to clearly identify the holder of the rights, we ask you to indicate the name and address of the music company on the label film or on the artwork.
- When producing your films please mind that colour differences between the artwork and the CDs may occur, since with the latter a base of polycarbonate with reflecting aluminium coating is printed on and therefore colour differences compared to printing on paper may result.
- To provide (as much as possible) a compliance of the colours of artwork (e.g. booklet) with the CD label print, we advise to pre-print a full white base on the CD.

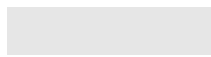



***Non-compliance with the specifications and any additional expenses caused shall be charged separately.***

## Film Specifications: *Booklet for Jewel Case*



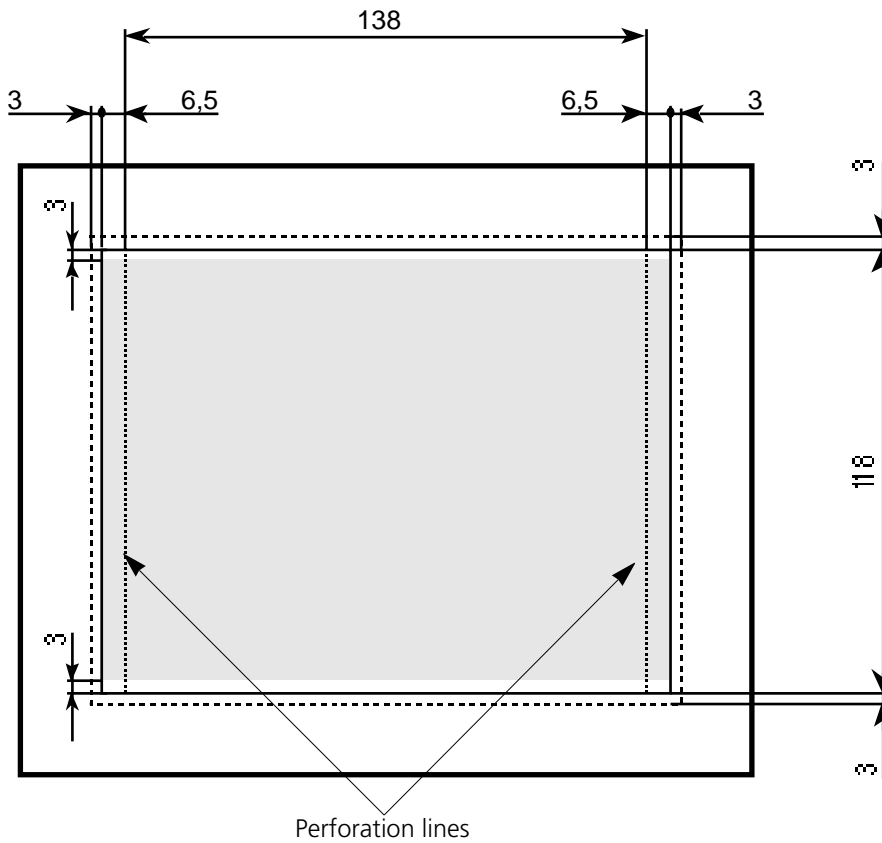
Explanation:

Scale 1:2  
All dimensions in mm

-  Area to be printed with text
-  Final dimension
-  Bleed
-  Minimum of blank film dimension  
(at least 20 mm distance to final dimension)

All films (except for cover page) must have page numbers.  
Without page numbers, Sony DADC will not assume responsibility for correct assembly.

**Film Specifications:** *Inlay Card* (also backliner, inlay card with perforations at the back)



Explanation:

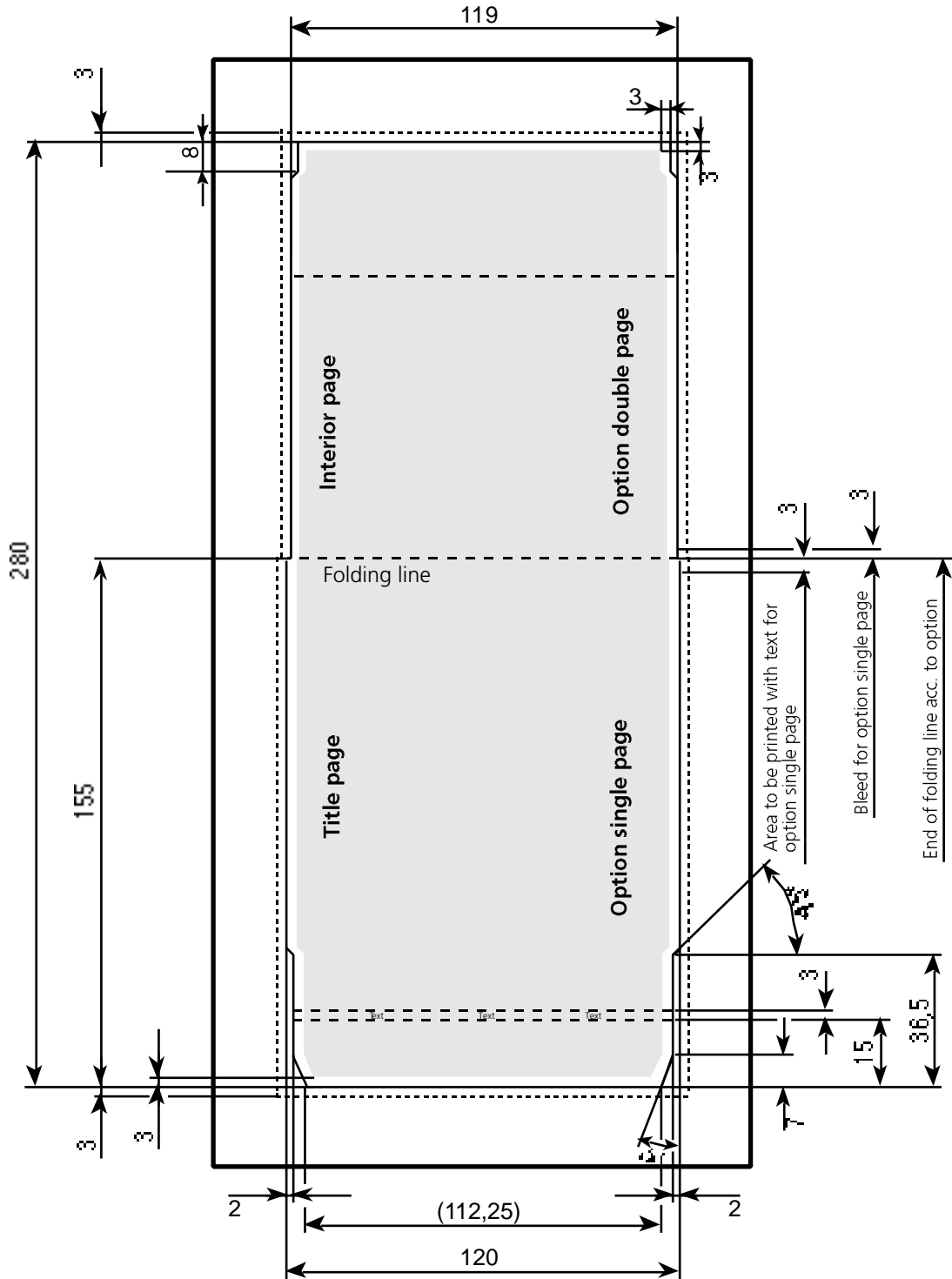
Scale 1:2  
All dimensions in mm

- Area to be printed with text
- Final dimension
- Bleed
- Minimum of blank film dimension  
(at least 20 mm distance to final dimension)

# Film specifications – 2-Piece Box Title Card



Film specifications: *Title card for 2-piece thin Jewel Box (also Slim Jewel Case/2 Piece Box)*



Explanation:

Scale 1:2  
All dimensions in mm

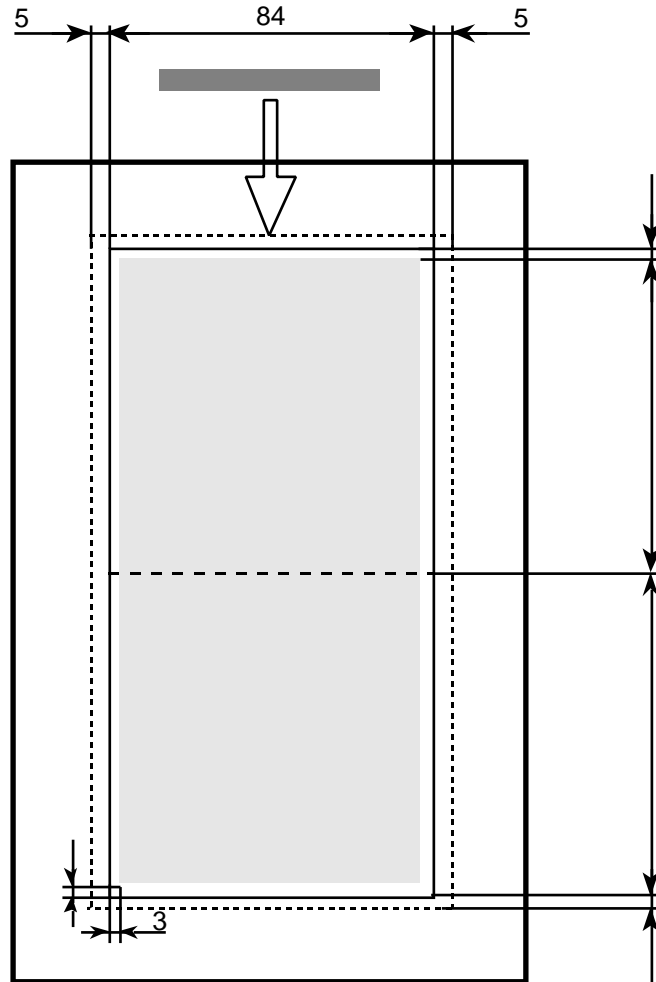
Area to be printed with text

Final dimension

Bleed





Minimum of blank film dimension  
(at least 20 mm distance to final dimension)

Film Specifications: 8 cm CD Carton Sleeve



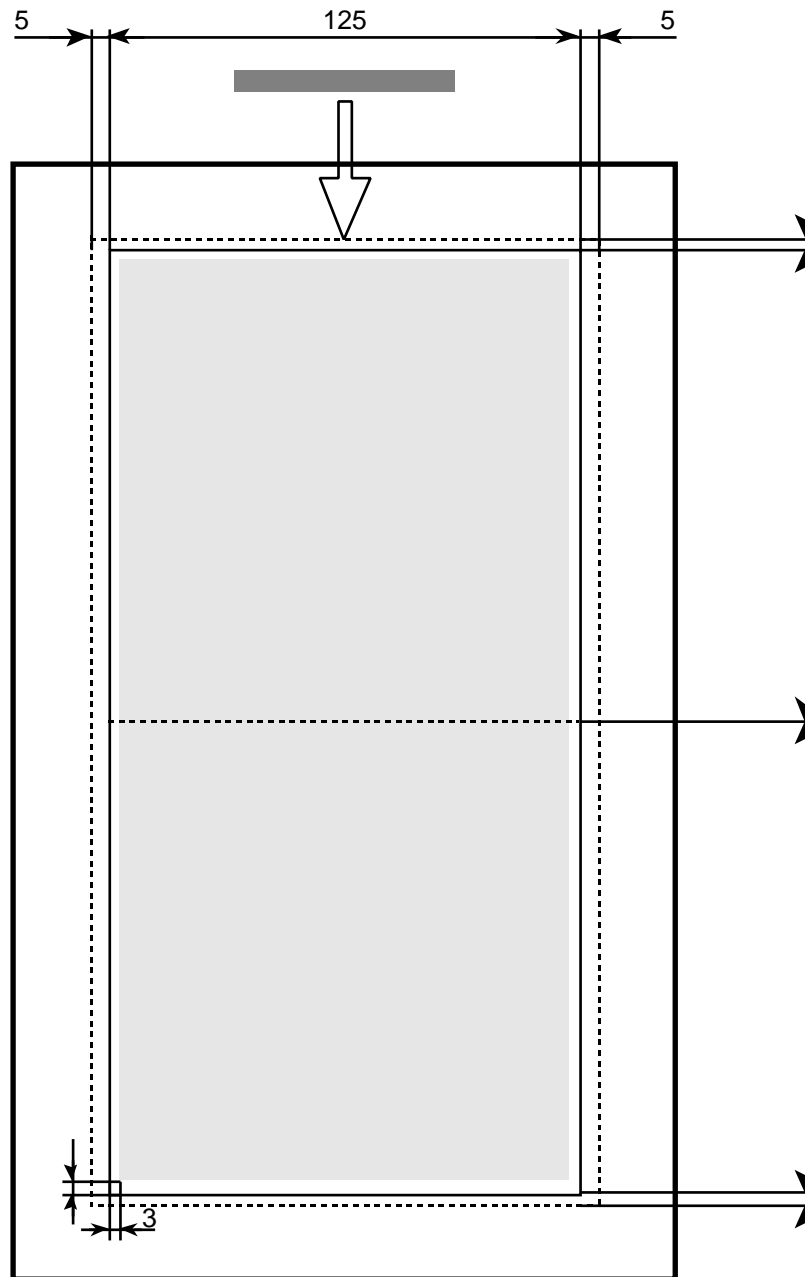
Explanation:

Scale 1:2  
All dimensions in mm

-  Area to be printed with text
-  Final dimension
-  Bleed
-  Minimum of blank film dimension  
(at least 20 mm distance to final dimension)





# Film Specifications – 12 cm CD Carton Sleeve

## Film Specifications: 12 cm CD Carton Sleeve



Explanation:

Scale 1:2  
All dimensions in mm

-  Area to be printed with text
-  Final dimension
-  Bleed
-  Minimum of blank film dimension  
(at least 20 mm distance to final dimension)

**6.3. Specifications for Artwork and Stickers**

When supplying ready-made artwork we ask you to comply with the following specifications:

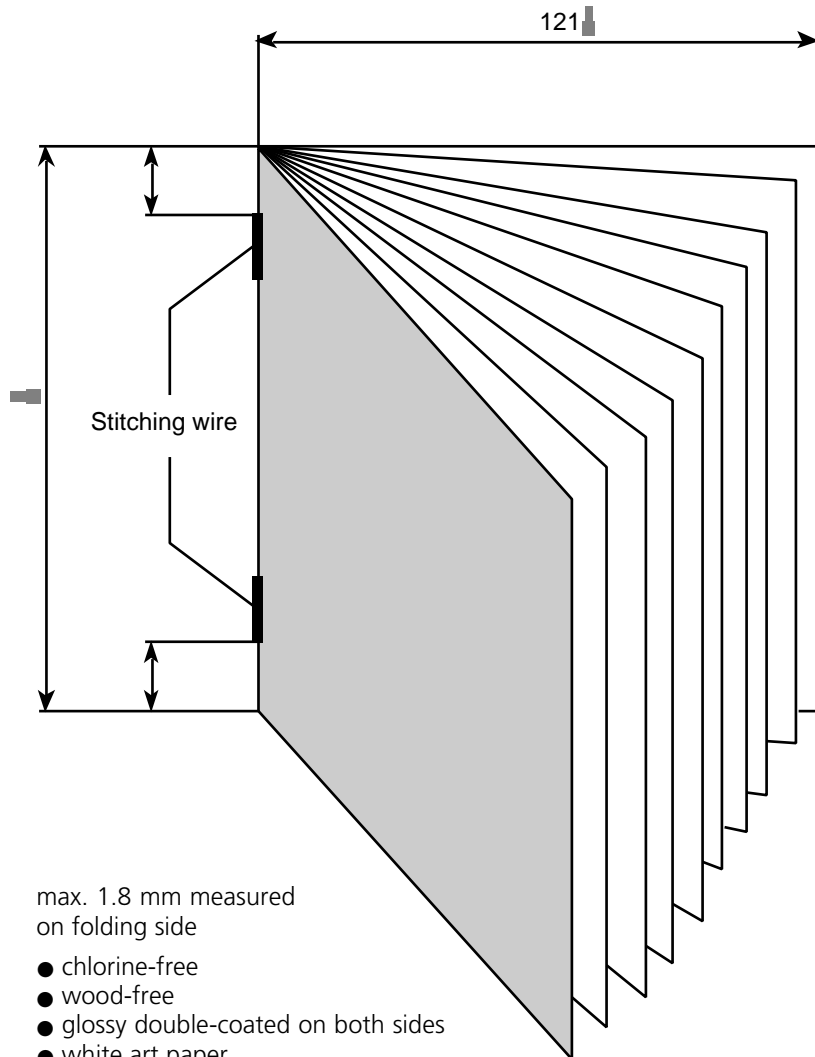
**Booklet**

Validity for machine processing of the following standard packagings:

- Jewel Case
- Multiset of 2-7 CDs
- Brilliant Box

Cover sheet (mm)*	Interior Sheet (mm)*	Number of <b>cover sheet</b> pages to be printed	Number of <b>interior</b> pages to be printed	Maximum number of pages to be <b>printed</b>
0,15	0,08	4	36	40
0,15	0,07	4	40	44
0,15	0,06	4	48	52
0,15	0,05	4	56	60

\*Paper thickness

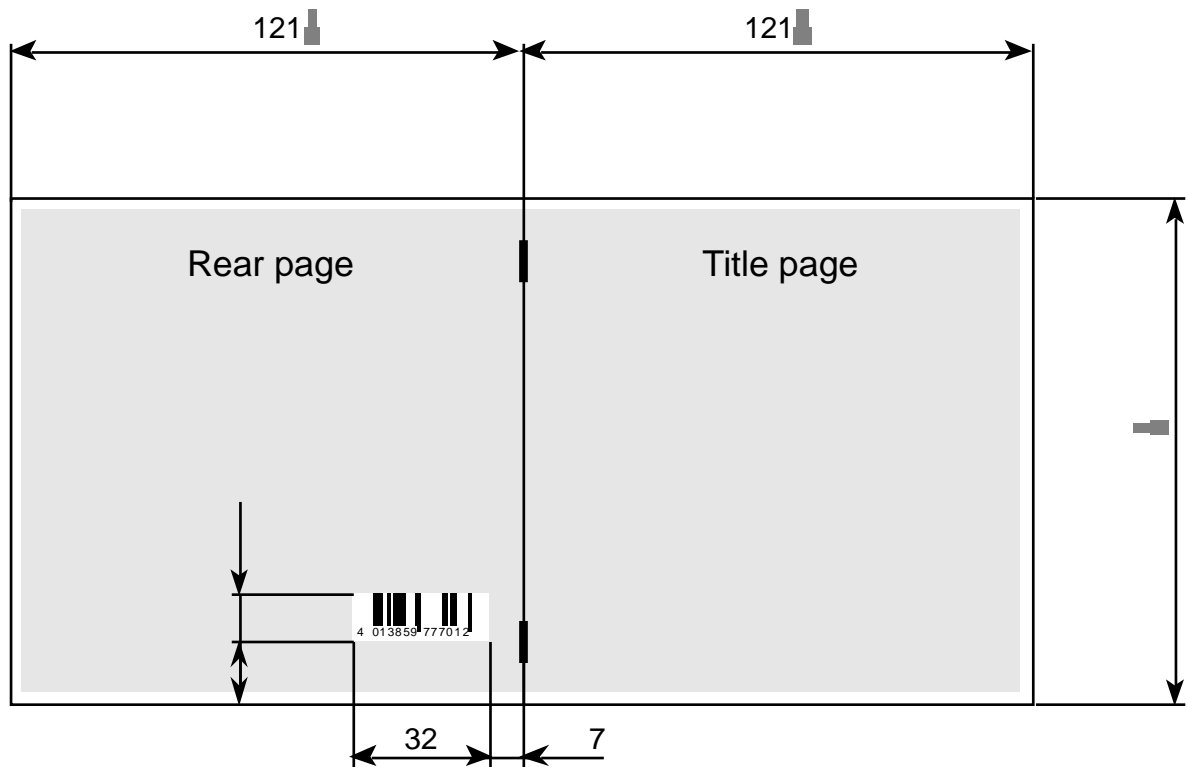


All dimensions in mm

- Thickness: max. 1.8 mm measured on folding side
- Paper:
  - chlorine-free
  - wood-free
  - glossy double-coated on both sides
  - white art paper
- Cover page:
  - min. 160 g/m<sup>2</sup> - 180 g/m<sup>2</sup>
- Condition at time of supply:
  - upright in sleeve (see fig. page 39)

## Position specifications for barcode (booklet)

- **Barcode types:** UPC/EAN128, Code 39, CODABAR, 2/5 Industrial
- **Position:** back, right, horizontal (see drawing)
- **Barcode height:** min. 11 mm



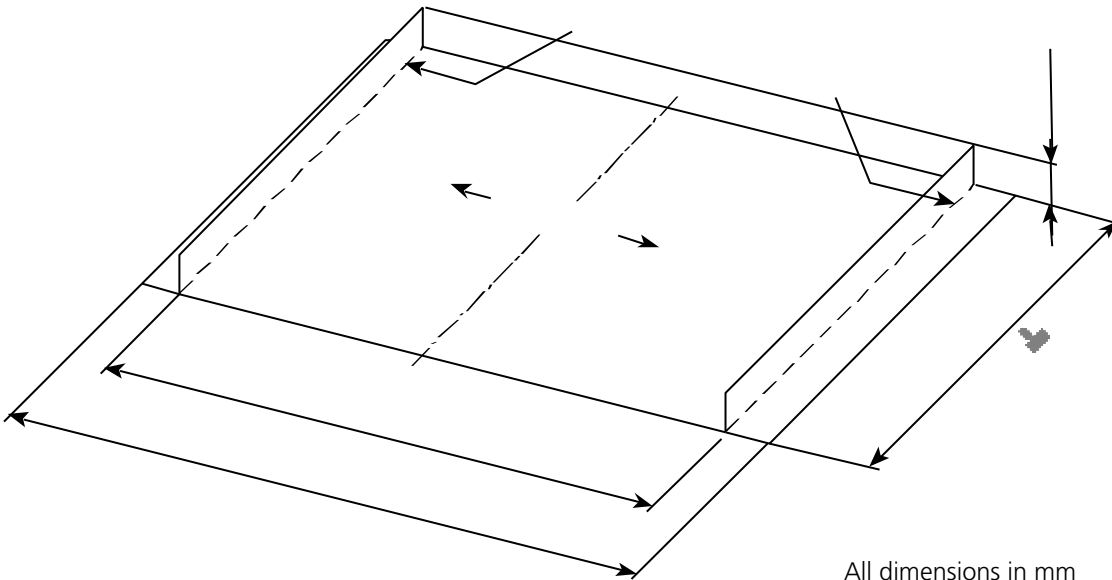
All dimensions in mm

## Inlay Cards

Validity for machine processing of the following standard packagings:

- Jewel Case
- Multisets of 2-7 CDs
- Brilliant Box

Measuring condition: flat



- Paper:
- chlorine-free
  - wood-free
  - glossy double-coated on both sides
  - white art paper

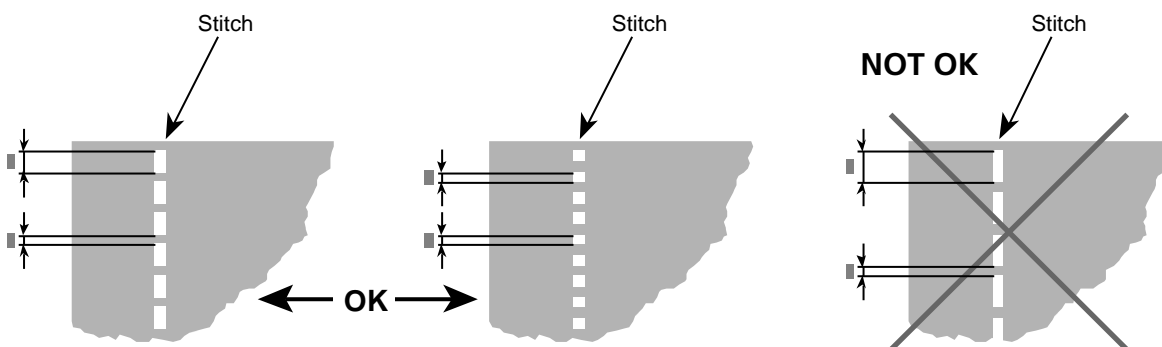
Cover page: ● 160 g/m<sup>2</sup> - 180 g/m<sup>2</sup>

Condition at time of supply: upright in sleeve (see fig. page 39)

Note: With inlay cards printed on both sides, the externally visible side has to be defined (please mark on the films outside of the area to be printed).

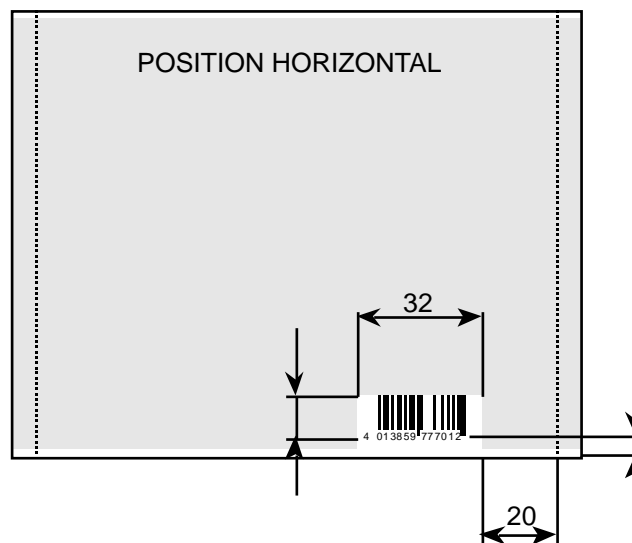
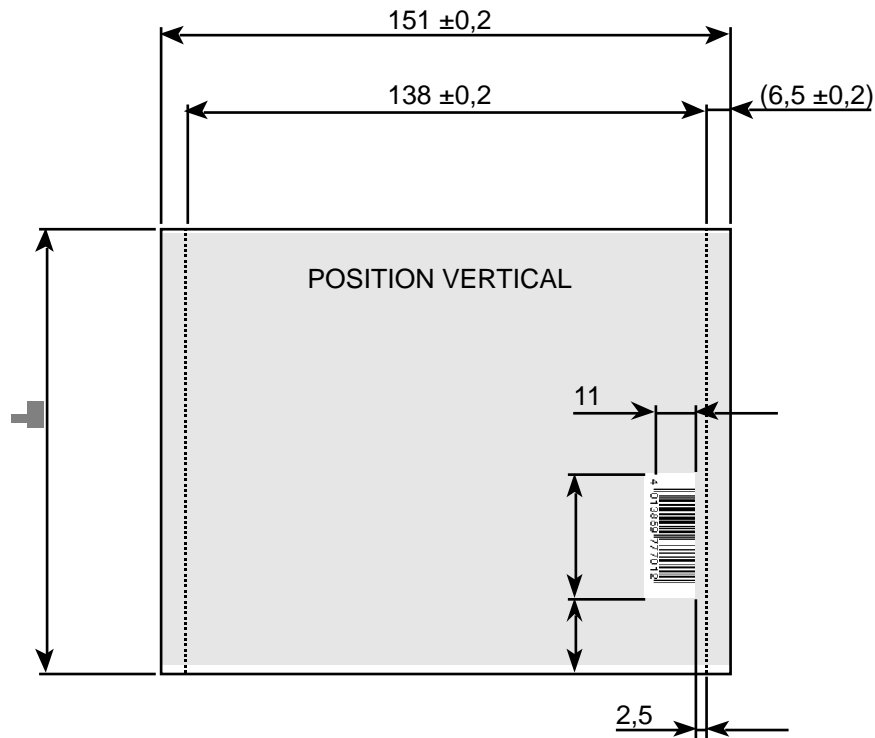
## Processing specification:

The perforation stitches have to be in a ratio of 2:4 and can be tolerated in direction 1:1 (see drawing).



## Position Specifications for Barcode (Inlay Card):

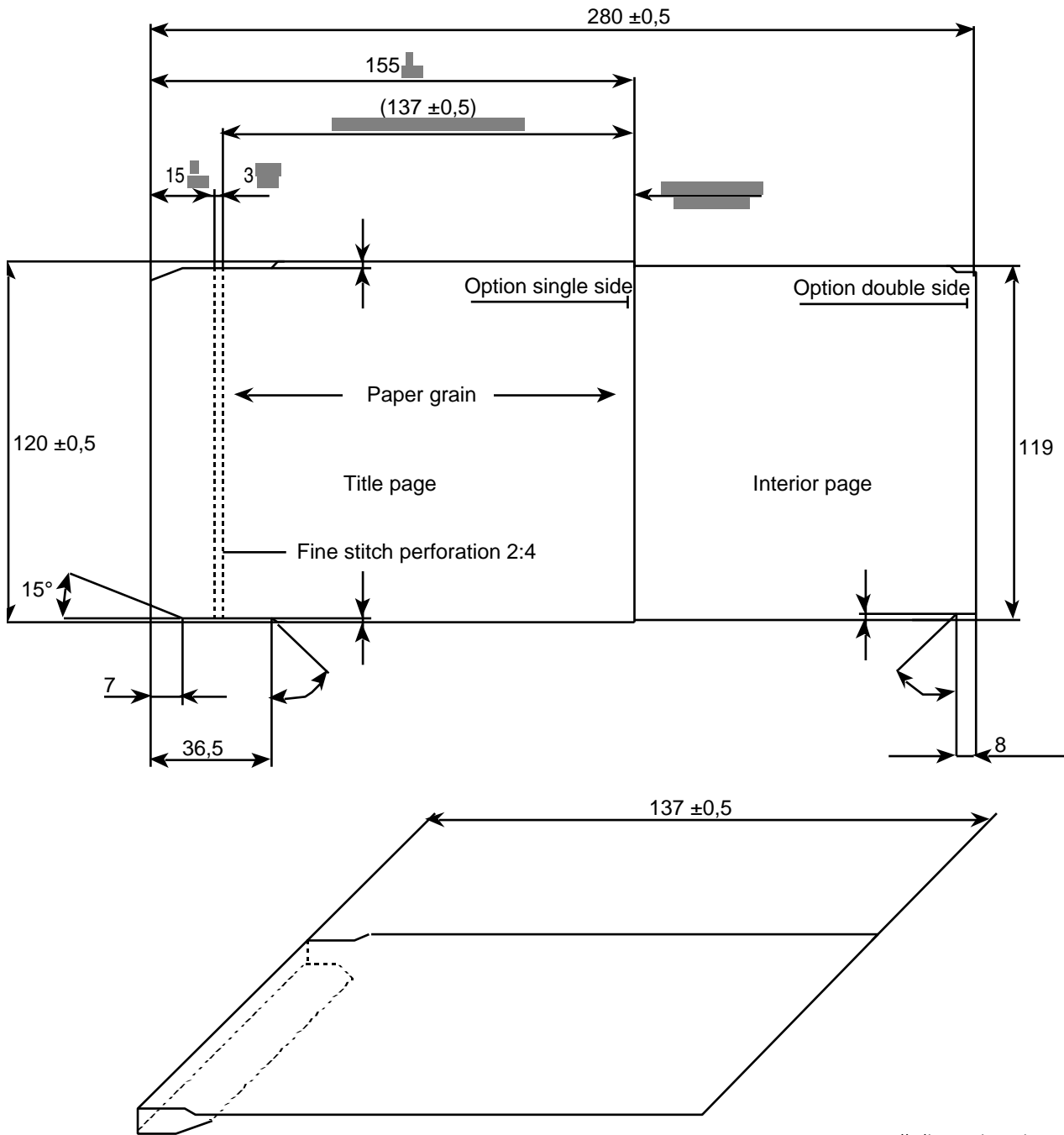
- **Barcode types:** UPC/EAN 128, Code 39, CODABAR, 2/5 Industrial
- **Position:** right, vertical (see drawing)
- **Alternative:** right, horizontal (see drawing)
- **Barcode height:** min. 11 mm



All dimensions in mm

**2-Piece Box Title Card**

Validity for machine processing of standard packaging: ● 2-Piece Box.

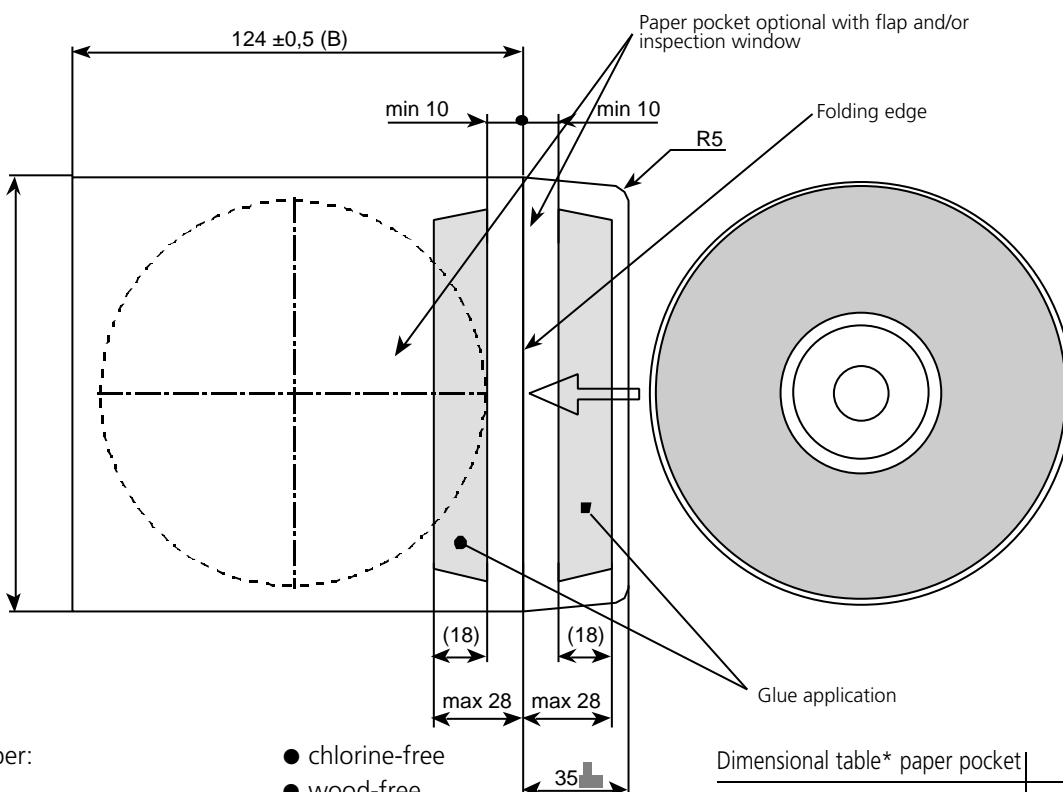
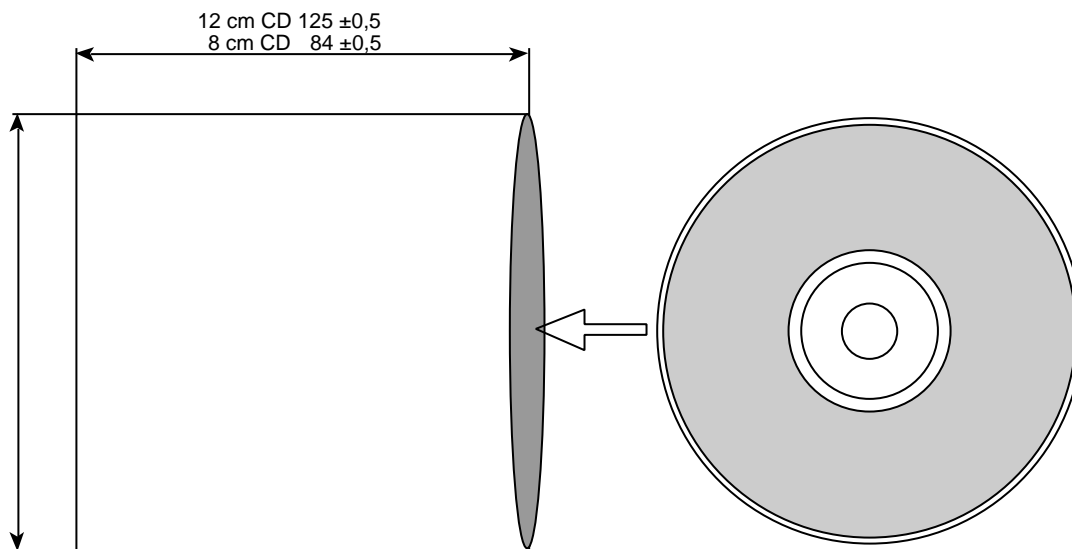


All dimensions in mm

- Paper:
- chlorine-free
  - wood-free
  - glossy double-coated on both sides
  - white art paper
- Cover page:
- $160 \text{ g/m}^2 - 180 \text{ g/m}^2$
- Condition at time of supply:
- upright in carton (see fig. page 39)

## 12 cm and 8 cm Carton Sleeves and/or 12 cm Paper Pocket

(in various models, available printed and non-printed, formats see dimensional table)



- Paper:
- chlorine-free
  - wood-free
- Carton sleeve:
- art paper (carton)
  - single coated: ~ 280 g/m<sup>2</sup> and thickness of approx. 0.40 mm
  - or double coated: ~ 285 g/m<sup>2</sup>
- Paper sleeve:
- offset paper
  - 90 g/m<sup>2</sup> or 150g/m<sup>2</sup>
- Condition at time of supply:
- upright in carton (see fig. page 39)

Dimensional table* paper pocket	W	H
Standard pocket	124 ±0,5	124 ±
Pocket with booklet	132 <sup>+0</sup> <sub>0</sub>	132 <sup>+</sup>
Special format	145 <sup>+0</sup> <sub>0</sub>	190 <sup>+</sup>

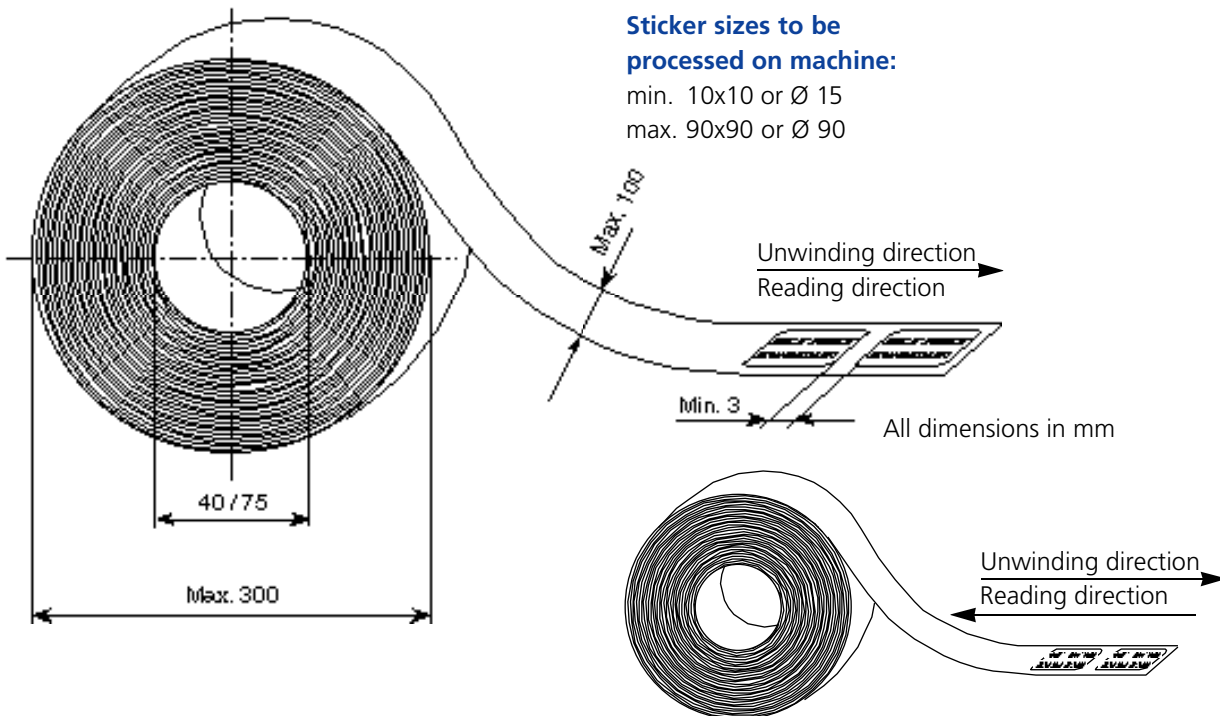
\* For insertion in thermal plastic binding machines

## Stickers

Stickers are processed as self-adhesive labels supplied on rolls.

- Possible core diameter: 40 or 75 mm
- Max. possible roll diameter: 300 mm
- Eliminate punching grid (do not leave on the roll).
- Distance between the stickers: at least 3 mm.

- Position stickers with letters or various print in unwinding direction, if application is to the upper side of the box.
- Punched paper base cannot be processed further.
- Stickers not complying with the standard cannot be processed on the machine and will increase costs considerably.



Arrangement of stickers on the roll for the **lower side** of the box.

### Positioning of the sticker

V = position of the sticker on the front side (V./.)

H = position of the sticker on the rear side (H./.)

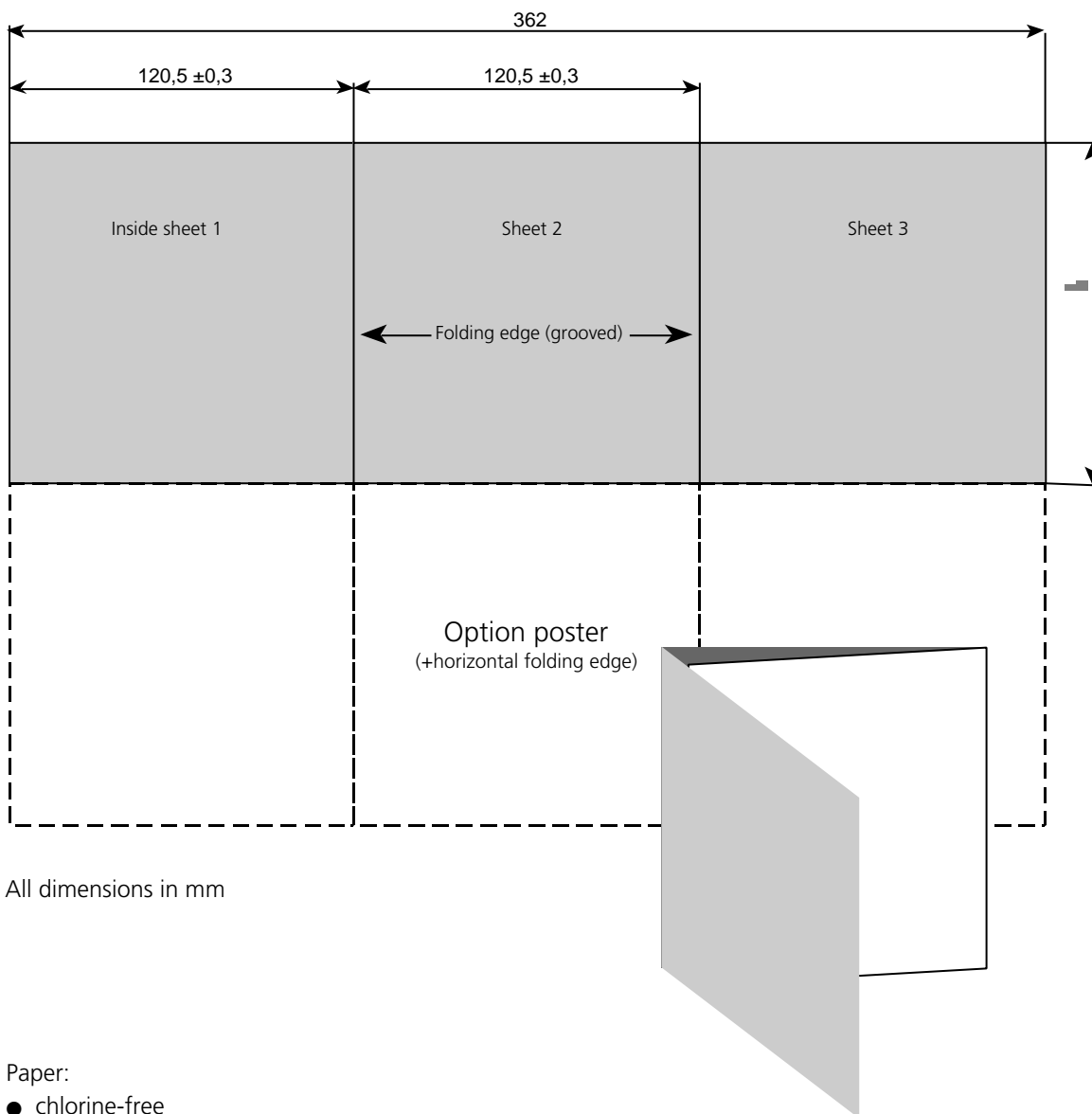
Example: V/A/1  
 sticker on position A1/front side  
 H/B/2  
 sticker on position B2/rear side

Stickers can be processed automatically on the upper and lower side of the box. To indicate the desired position of the sticker on the box please use the diagram opposite.

### Position diagram

A1	B1	C1	D1
A2	B2	C2	D2
A3	B3	C3	D3
A4	B4	C4	D4

## 6.4. Special Formats



All dimensions in mm

Paper:

- chlorine-free
- wood-free
- glossy, double-coated on both sides
- white art paper
- 160 g/m<sup>2</sup> to 180 g/m<sup>2</sup> and/or more than 8 pages 135 g/m<sup>2</sup>

Various designs are possible:

- Leporello 6 to 16 pages in different folding designs.
- Poster 8 to 18 pages in different folding designs.

Condition at time of supply:

- flat, vertically upright in carton, folded (see fig. page 39)

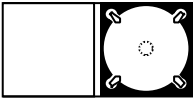
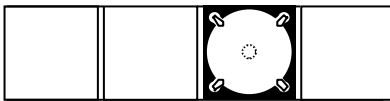
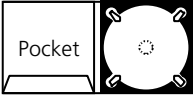
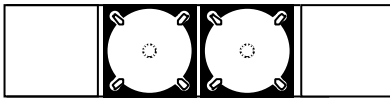
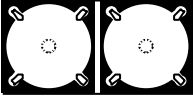
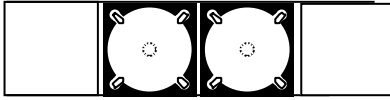
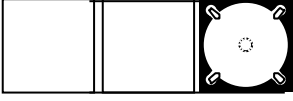
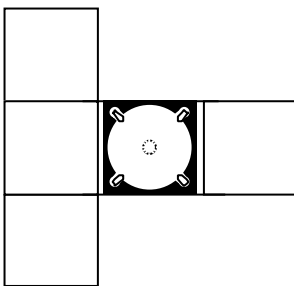

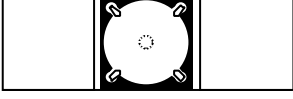

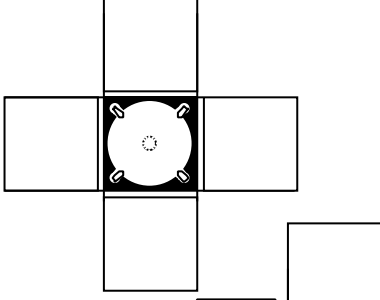

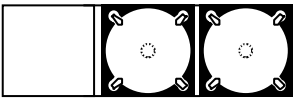

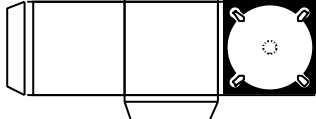
In addition to standard products **“special formats”** are also offered by Sony DADC such as

- Digibox/-pak
- slip case
- folding boxes
- printed Jewel Cases
- 3D Jewel Cases

**Note**

If you have any questions, please contact our Customer Service department who will be pleased to provide information on the various special formats and their processing possibilities.

Digipak Index

04.1	<b>DIG0001:</b>		D08.1	<b>DIG0022:</b>	
04.1/A	<b>DIG0002:</b>		D08.2	<b>DIG0010:</b>	
04.2	<b>DIG0003:</b>		D08.2	<b>DIG0024:</b>	
06.1	<b>DIG0004:</b>		D10T.1	<b>DIG0011:</b>	
06.1	<b>DIG0005:</b>				
06.1	<b>DIG0006:</b>				
06.1/A	<b>DIG0031:</b>		D10C.1	<b>DIG0030:</b>	
06.2	<b>DIG0007:</b>				
06.2	<b>DIG0008:</b>				
08.1	<b>DIG0009:</b>		DM104.1	<b>DIG0012:</b>	

The Digipak, which consists of a compound of plastics and carton, requires hand packaging.

**Note:**

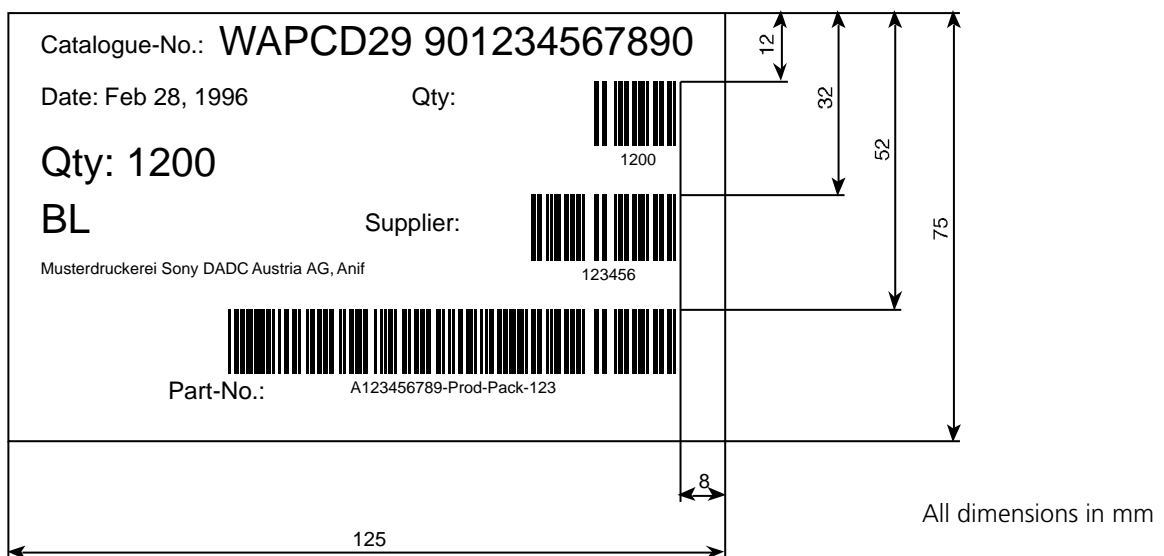
The DIGIPAK packing format is patented. If you have any questions, please ask your Customer Service contact who will be pleased to provide information on the various special formats and their processing possibilities.

## 6.5. Packaging of Supplied Artwork

When supplying ready-made artwork please note the following items:

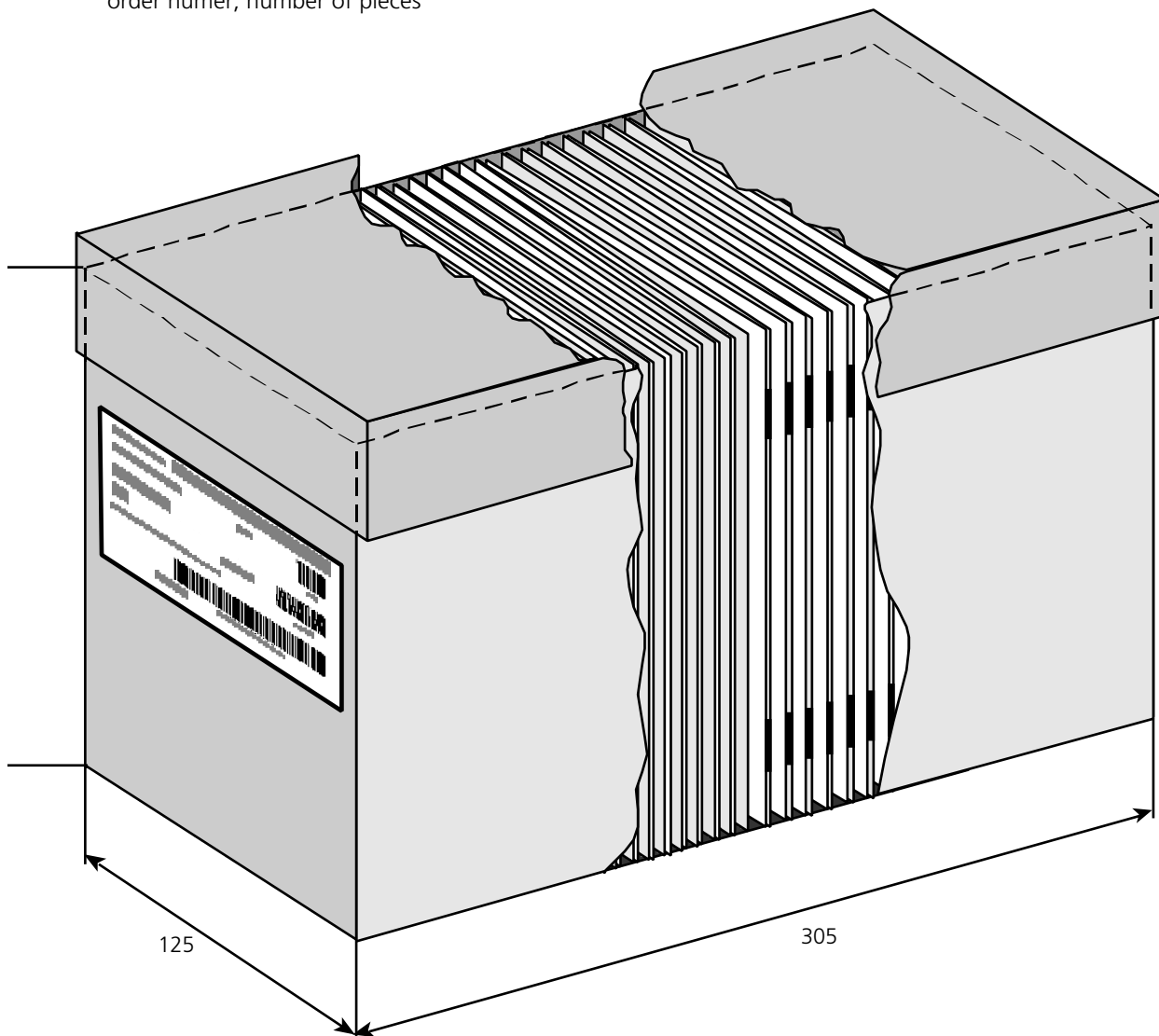
- Delivery according to agreement**  
 The delivery of ready-made artwork should be carried out only following previous agreement with the Sony DADC Customer Service staff.
- Artwork delivery**  
 Your artwork delivery must comply with the Sony DADC specifications (dimensions, paper type and thickness, catalogue number, bar code, designation of origin, perforation). Since packaging is carried out automatically, please note that noncompliance with the specifications causes unnecessary additional expenses and longer processing time. Sony DADC reserve the right to charge additional costs caused by sorting, manual packaging or the return of the goods delivered.

- Minimum quantity**  
 The minimum quantity is 300. Due to start-up losses as well as possible waste please add to your delivery an additional 10% of artwork over and above the number of CDs ordered by you.
- Different artwork**  
 (such as inlay cards and booklets or various CD titles) have to be delivered in separated cartons.
- Delivery in marked carton**  
 If possible, delivery should be carried out in cartons (see drawing page 39) provided with adequate marking (see label, sample carton).
- Delivery of stickers**  
 Provide an adequate label on the carton (see sample). Furthermore, the general Sony DADC specifications for stickers shall apply.
- Storage**  
 In case that you deliver more artwork than you CD order and request storage, we ask you to consult with Customer Service. Storage expenses will be settled monthly according to the space required.



**The ready-made artwork should be delivered as follows:**

- upright (vertically or horizontally)
- uniform orientation (title sheet always in one direction)
- crash-proof multi-use carton (optimally approx. 30 cm long)
- carton marked - catalogue number, title, company name, type of artwork, order number, number of pieces



All dimensions in mm

## 7. Sony DADC – The Company

Sony DADC Austria AG is a hundred percent daughter company of the Sony Corporation, was founded in 1986 to cater to the requirements of the European CD market. Since then, the Compact Disc has emerged as the dominating sound-carrier. In 1996 more than 900 million units will be sold in Europe. The CD has also become the basic technology for other optical storage products like Laser Disc, MiniDisc, CD-ROM or Play Station Disc that were introduced on the market.

With a quantity of more than 200 million CDs shipped annually Sony DADC is one of the

leading manufacturers of optical storage media in Europe. With two plants in Salzburg and the worldwide network with subsidiaries in Japan, Hongkong, Australia, USA, Canada, Mexico and Brazil, we guarantee supply to our customers with the highest quality and top serviceability.

A separate development division with worldwide networking ensures the step ahead in production technology and is ready to meet specific customer requirements. But above all, here we create the basis for new products in the future so that we can ensure that the Sony group will be your partner in the future, too.

### Facts and Figures:

<b>Sites:</b>	Factory I - Anif/Salzburg Factory II - Thalgau/Salzburg	<b>Customers:</b>	approx. 2500 <small>(International and European music and film companies, publishers, multimedia and information providers as well as computer and video game companies and the majority of software and hardware manufacturers)</small>
<b>No. of employees:</b>	1996 approx. 850	<b>ISO 9002:</b>	Certification 1995
<b>Capacity:</b>	1996 950.000/day		
<b>Production quantity:</b>	more than 200 million annually		

### Our products:

Product	Use	Size	Specification
Compact Disc	Audio	12 cm 8 cm	max. playing time 77min. max. playing time 21min. 50sec.
Laser Disc	Video	30 cm	max. playing time 120min. (two sides)
CD-ROM CD-I	Information processing/ Multimedia, Interactive Entertainment	12 cm 8 cm	max. 680 MB max. 192 MB
Video CD	Video/Film	12 cm	depending on combination audio/video/data
MiniDisc	Portable Audio	6,4 cm	playing time approx. 74 min.
PlayStation Disc	Interactive Entertainment	12 cm	max. 680 MB
CD EXTRA	Multimedia, Audio, Video, Data	12 cm 8 cm	max. 74 min. 30 sek. max. 655 MB
MD Data	like CD-ROM	6,4 cm	max. 140 MB

## 8. INFORMATION SHEETS

*We kindly ask you to transmit to our Customer Service department the following information sheets which contain all the data required for production. In this chapter you will find the "New Customer Data Sheet" as well as the form "Technical Data for the Input Carrier". After filling in you can send them to us via fax as original. Incomplete data may lead to inquiries and time delays.*

**Sony DADC Austria AG**

Customer Service  
 Niederalp 282  
 A-5081 Anif, Austria



Tel. +43/6246/880-555  
 Fax +43/6246/880-509 or 73551 or 72090  
 E-Mail: sales@dadc.co.at

10.1.E

Customer data		
Company name:		Order date:
Street:		Area Code:
Town:		Country:
Contact person for inquiries:		
Telephone no.:	Fax no.:	E-Mail no.:
Catalogue no.:	Part reference no.:	Requested delivery date:
Number of pieces:	Product:	
Format: <input type="checkbox"/> 12 cm <input type="checkbox"/> 8 cm <input type="checkbox"/> 30 cm	<input type="checkbox"/> CD-ROM <input type="checkbox"/> CD Audio <input type="checkbox"/> PlayStation Disc <input type="checkbox"/> CD EXTRA <input type="checkbox"/> CD-Video/CD I <input type="checkbox"/> Laser Disc <input type="checkbox"/> DVD <input type="checkbox"/> MiniDisc <input type="checkbox"/> CD of Photo-CD	
Additional information		CD label colour numbers
		1.                      4.
		2.                      5.
		3.                      6.
Requested type of packaging		Requested artwork
<input type="checkbox"/> unpacked <input type="checkbox"/> in single Jewel Case <input type="checkbox"/> Multiboxes <input type="checkbox"/> other: Standard: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 Brilliant: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4		<input type="checkbox"/> Booklet <input type="checkbox"/> Inlay card Number of pages:
Wrapped in cellophane <input type="checkbox"/> yes <input type="checkbox"/> no    Artwork provided by the customer: <input type="checkbox"/> yes <input type="checkbox"/> no		Number of colours:
Type of input medium:	VAT no. (for customs purposes):	Format:
Delivery address		Invoice address
Street:		Street:
Area code:		Area code:
Town:		Town:
Country:		Country:
Signature:		Date:

# GENERAL TERMS & CONDITIONS

Sony DADC Austria AG

A-5081 Anif, Niederalm 282

(1) **Preamble**

Unless otherwise agreed in writing, the General Terms and Conditions of Sony DADC Austria AG (hereinafter referred to as "DADC") shall form an integral part of all quotations and purchase contracts. Customer's purchasing conditions differing from these General Terms & Conditions shall be of no effect.

(2) **Terms of Sale**

(2.1.) **Quotation and Price**

Unless otherwise agreed, the prices are understood net ex Supplier's domicile in A-5081 Anif, Niederalm 282, exclusive of freight and without any discount. The prices of the last quotation made by DADC shall apply.

(2.2.) **Order and Order Acknowledgement**

(2.2.1.) For each product-type minimum order quantities exist which are part of DADC's Customer Manual for the specific product.

(2.2.2.) All orders from Customer to DADC must be in writing, and shall be considered accepted if confirmed in writing by DADC. Agreements, if any, with agents and/or representatives and other agreements with Customers including legally binding promises or deviations from the general terms and conditions will not be valid unless also accepted in writing by DADC.

(2.3.) **Quantity to be delivered**

The quantity to be delivered shall be determined by DADC's order acknowledgement in writing. Unless otherwise agreed the Customer agrees to accept production-related variations in the quantity to be delivered of more or less than 5% per title ordered. For orders of 1,000 units or less per title, the Customer shall accept production-related deviations of up to 100 units, which will be charged in the invoice.

(3) **Delivery Time**

(3.1.) The delivery period agreed shall commence as soon as DADC has received from the Customer all components required according to DADC's specification. Delivery shall be considered to have been made in time if the goods ordered have left the factory in A-5081 Anif or A-5303 Thalgau prior to expiration of the period of delivery.

(3.2.) Delivery periods and delivery dates shall be understood to be without engagement.

(3.3.) DADC shall have the right to make part deliveries and advance deliveries. A cancellation of orders by the Customer, although it might be legitimate and following an extension of the delivery period, shall not apply to part deliveries or advance deliveries made before.

(4) **Place of Fulfilment and Passage of Risk**

(4.1.) The place of fulfilment and passage of risk for all deliveries shall be the factory of DADC in A-5081 Anif or A-5303 Thalgau, or a distribution warehouse separately specified by DADC.

(4.2.) The risk in respect to the goods delivered shall pass to Customer at the time they are delivered to the carrier. This also applies to part deliveries.

(4.3.) Except as otherwise provided herein, shipment and method of shipment shall be exclusively determined by DADC. DADC shall arrange for the transport and shall pay the cost of transport packing as well as the cost of usual transport insurance for an insurance value up to the amount of the relevant DADC invoice. Other expenses, e.g. expenses for specific packing, extra cost for individual consignments, freight charges, etc. shall be for exclusive account of Customer. The Customer shall have to pay all customs duties, sales taxes, border expenses etc. even if the order for transport has been given by DADC.

(4.4.) In the event of delay of shipment caused by circumstances within the responsibility of Customer, all risks including the risk of accidental loss shall pass to the Customer at the time DADC gives notice that the goods are ready for collection, i.e. at the time such notice is sent by DADC. In the event of delay caused by circumstances within the responsibility of Customer, the Customer will be charged storage cost of at least 5% per month of the gross invoice value, beginning at the time DADC has given notice that the goods are ready for shipment.

(5) **Invoices and Terms of Payment**

(5.1.) The prices agreed are understood ex DADC factory in A-5081 Anif/Austria, exclusive of sales tax (VAT).

All payments shall have to be made in cash, free of charges and without deductions. Enforcement of counterclaims by setoff or by exercise of retention rights by the Customer shall be excluded, provided such exclusion is permitted by the laws in vigor.

(5.2.) Payments shall not be considered to discharge the debtor unless made into DADC's banking account, except as otherwise agreed (e.g. payment by cheque).

(5.3.) All payments shall be first counted against the expenses (dunning expenses, legal expense), then against interest accrued, and finally against the capital, i.e. against the oldest outstanding debt. Cheques and bills of exchange shall be accepted upon special agreement only, and merely on account of payment, not in lieu of payment. Cheques and bills of exchange shall be considered payment upon encashment, at the value date on which they have been credited to DADC by the bank. DADC shall have the right to refuse, without showing cause, any payment offered by cheques or bills of exchange.

(5.4.) Unless otherwise agreed, all invoices issued by DADC shall become due for payment within 30 days from invoice date, without any deduction.

(5.5.) The place of performance of all payments shall be A-5081 Anif.

(6) **Consequences of Delayed or Refused Performance**

(6.1.) Even after having accepted an order, DADC shall also have the right to refuse performance and/or delivery if, as a result of a circumstance become known or arising also after the contract has been concluded, there is fear that the Customer will be unable to fulfil his duties completely or in time or if the contents of the film, sound, data or other software recordings given to DADC for duplication violate laws or moral principles. Similarly, DADC shall be entitled to refuse the acceptance of the order and/or the delivery unless it is clear without doubt that the Customer disposes of all rights for duplication of the recordings concerned.

(6.2.) Where the period allowed for payment has been exceeded, Customer shall be considered to be in default, without that any special notice has to be given by DADC. In such case DADC shall have the right to cancel all periods allowed for payment - including these for accepted bills - and to demand payment immediately. In all cases of agreements on payment in instalments, non-payment of any one instalment shall constitute default on the part of Customer, to the extent permitted by law.

(6.3.) In the event of default of payment, the Customer shall have to pay interest on the sums due and unpaid, in the rate of the refinancing cost prevailing, but not less than 12% per

annum. All extrajudicial dunning and collection expenses, including the cost of legal advisers and debt collectors, shall have to be paid by Customer.

(7) **Delivery to Third Parties**

Where a Customer specifies that an order given by him, or any part thereof, be shipped and invoiced to a third party (i.e. to an affiliate company of Customer or one of his distribution partners etc.), Customer shall continue to be liable towards DADC. DADC shall have the right to charge extra cost incurred for packing and transportation. If the delivery is to be carried out on behalf of a Customer by DADC directly to a third party in a non EU country, the Customer shall make available to DADC either the commercial invoice or the merchandise value which has to be paid by the third party for the assessment of the import taxes.

If such delivery is carried out to a third party in an EU country, the Customer shall make available to DADC the VAT identification number of the third party prior to the delivery. If such information is not provided by the Customer or is incomplete or incorrect, he shall indemnify and hold harmless DADC in this respect, particularly with a view to any customs penalties and duties.

(8) **Defects Liability Guarantee**

(8.1.) In case of a complaint, the Customer shall have to provide for proper storage of the rejected goods, and to hold them at DADC's disposal until the complaint has been settled.

(8.2.) DADC shall have the right to release itself from any claims for reasonable reduction of price by correcting defective goods and/or by supplying missing goods in a manner acceptable to Customer. Defects of a part of a shipment (order) do not give right to reject the complete shipment.

(9) **Retention of Ownership**

All goods delivered shall remain in DADC's property until all claims DADC may have under its relationship with Customer have been fully satisfied.

(10) **Claims for Damages**

Claims for damages raised by Customer for breach of contract by DADC e.g. for non-fulfilment or for default, shall be excluded unless Customer furnishes proof that the damage has been caused by gross negligence on the part of DADC.

(11) **Rights of Mechanical Duplication, Copyrights, Author Rights, Other Rights**

Customer declares to possess all rights for the purpose of duplication, including the right of mechanical duplication, the right to use certain film-, sound-, data- or other software recordings etc. and he guarantees that all copyright fees and other payable fees be paid to the owner of the rights or to the competent organizations representing the owners, and that no claims in this respect will be raised against DADC. Customer shall indemnify DADC in all respects, in particular for claims raised by third parties, including claims for copyright organizations or other organizations, and for expenses arising from legal or court action for asserted or factual violation of such rights. Such indemnifications shall include production cost, if any, incurred by DADC. The Customer agrees that DADC will disclose that information on individual orders to copyright utilization companies and other organizations dealing with the protection of copyrights of any kind, which is required by these companies for ensuring a proper licence settlement and/or for the control of safeguarding any copyrights.

(12) **Miscellaneous**

(12.1.) Customer shall furnish to DADC his specific production material, including master, label films, print films etc. corresponding to the specification given in DADC's customer manual in vigor. Where Customer furnishes production material which is not in line with applicable DADC specifications, DADC can complete, improve or return such production material at the expense of Customer.

(12.2.) Print material delivered by the Customer can be used only if complying with DADC specifications. Except as otherwise agreed, DADC shall not be obliged to store print materials in excess of the disc-quantity ordered. Customer agrees that DADC shall not be liable for losses up to a maximum of 5% occurring during packaging, machine adjustment, disruptions etc.

(12.3.) All material to be delivered to DADC by Customer or on Customer's behalf, shall be "delivered Anif duty paid" in accordance with INCOTERMS.

(12.4.) Any production material furnished by Customer for the production will be stored by DADC on behalf of Customer for up to 12 months after the last order of the title concerned has been given. After such period, the material will be destroyed or returned at Customer's expense, depending on Customer's instructions.

The cost paid for by Customer for master and stamper production merely include the services rendered by DADC in connection therewith, while masters and stampers shall remain the property of DADC. If so requested by Customer, they will be destroyed upon completion of production. In case of a destruction, any repeat order shall be considered a new order, with all costs connected therewith.

(12.5.) Customer guarantees that DADC will only receive duplicates of masters, label films and films for preparation of print materials. Should DADC be liable for loss or damage to such materials, such liability shall be limited to the value of material, but not exceeding a maximum value of DM 2,000.

(12.6.) In case the goods supplied by DADC are passed or sold to third parties, Customer shall have to inform such third party in regard to proper use and handling of the goods.

(12.7.) Customer shall not have the right to use the company name of DADC or a component thereof, nor any reference to the company name of DADC on its products, notices, business or advertising materials, unless expressly agreed by DADC in writing.

(12.8.) Austrian law shall exclusively apply to all quotations and purchase contracts, as well as to these General Terms and Conditions.

DADC and Customer agree that all disputes arising out of these Terms and Conditions be referred to the courts having jurisdiction in the province capital of Salzburg, waiving any other venue of jurisdiction.

(12.9.) Additional agreements, information and complaints shall have to be made in writing, and can be accepted only if sent to Sony DADC Austria AG, Niederalm 282, A-5081 Anif, for the attention of "Customer Service". Notices given to DADC shall not be legally effective unless sent to such address.

Customer Service  
Niederalm 282  
A - 5081 Anif, Austria

Tel.: + 43 / 6246 / 880-555  
Fax.: + 43 / 6246 / 880-509 or 73551 or 72090  
E-Mail: sales@dadc.co.at

**TECHNICAL DATA FOR  
INPUT CARRIER**

**PLEASE SEND IN THIS FORM TOGETHER WITH THE INPUT CARRIER**


**INPUT CARRIER**

<input type="checkbox"/>						
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SPECIAL INSTRUCTIONS AND REMARKS  
PLEASE SPECIFY ADDITIONAL REQUIREMENTS**


**FOR SAFETY REASONS: PLEASE ALWAYS SEND A BACKUP COPY OF THE INPUT CARRIER**

notes:

All trademarks used in this brochure were used for editing purposes without intending any violation of an industrial property right.

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Niederalm 282  
A-5081 Anif

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