

frequency canvas

The staff of Frequency Canvas, LLC. would like to say thank you for choosing us for your Audio Engineering & Audio Production needs! The point of the Company Rider is so that questions may be answered up front and so you know how we like to operate before we start working on your project.

For any further questions & or concerns, please contact our office at: www.FrequencyCanvas.com | Office@FrequencyCanvas.com | 765-506-3380.

TERMS & CONDITIONS:

This Rider was established so that clear details and guidelines for the services provided by Frequency Canvas, LLC. may be understood. Both we the company and you the client(s) are held accountable to the terms of this Rider. Company policies & standards are expected to be followed by EVERY client!

Company policies, standards, & rates are subject to change at anytime. In this rider the “Company” refers to & is associated with Frequency Canvas, LLC. The “Client” refers to & is associated with the person(s) & or business (or businesses) that will be paying the invoice(s) due to the Company & booking services from the Company. ***The Company may require The Client to sign a Service Agreement additionally to The Company Rider being enforceable by The Company. The Company acknowledges that the Service Agreement corresponds with The Company Rider & does not go against Company Policies & Standards that are contained within The Company Rider.***

INDEMNITY:

The client indemnifies Company and its directors, officers, owners, agents, and representatives against any claims, actions, damages, liabilities, losses, or costs, including attorneys' fees and costs incurred in the settlement or avoidance of any such claim, incurred or asserted against any of them resulting from or arising in connection with any breach or alleged breach by the client of this Rider.

RELATIONSHIP BETWEEN THE PARTIES:

Company is performing this Rider as an independent contractor. This Rider does not create a partnership, joint venture or agency relationship between the Parties.

PRIOR AGREEMENTS AND ENFORCEABILITY:

This Rider supersedes and replaces anything that the Parties have agreed to on this subject matter before the Effective Date. If a court determines that any term or part of a term of this Rider is invalid, illegal, or unenforceable, the rest of the Rider will remain in effect. The Company may require The Client to sign a Service Agreement additionally to The Company Rider being enforceable by The Company. The Company acknowledges that the Service Agreement corresponds with The Company Rider & does not go against Company Policies & Standards that are contained within The Company Rider.

CONFIDENTIALITY:

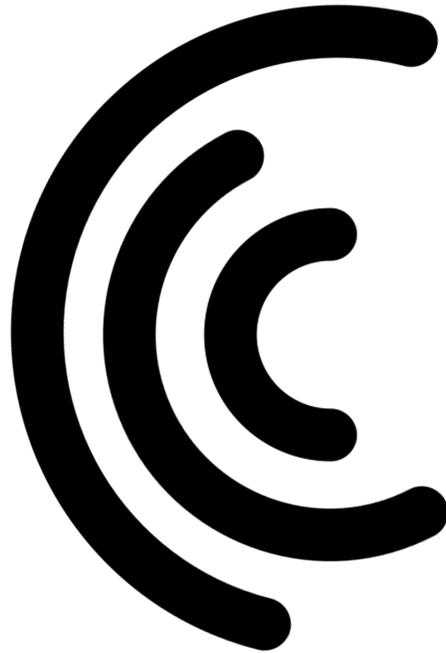
The Parties agree to keep the terms of this Rider confidential but may share it with their professional advisors.

LAW AND FORUM:

This Rider will be governed by and construed in accordance with the laws of the state of Indiana ("State"), without regard to conflict of laws principles and all claims must be submitted to arbitration and be resolved in the State. The prevailing Party in an arbitration will be entitled to costs and legal fees.

TERMINATION OF CONTRACT:

The Contract ends upon the completion of agreed services unless one of the parties ends the contract before that time. If one of the parties chooses to end the Contract prior to Project completion, the Client is responsible for paying for all work and costs incurred for the full project amount. Company retains the right to cancel the contract in the event due to The Client creating a hostile working environment. The Client shall remain professional & respectable to The Company at all times.



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PRIVACY POLICY:

PERSONAL INFORMATION:

Frequency Canvas, LLC. will always make sure that any personal information collected by its staff or any other third party services used by the company will always secure our clients personal information! We are here to serve & we promise to that at our highest abilities to protect you & your personal information!

COPYRIGHTS & PUBLISHING:

Frequency Canvas, LLC. acknowledges that all Songs, Albums, EPs, Music Compositions & Creations. & any other intellectual properties, ect. Belong to YOU THE CLIENT(S)! Frequency Canvas, LLC. has no ownership (As in Copyright & or Publishing Rights) in any of your intellectual property.

SECURE UPLOADS:

Frequency Canvas, LLC. assures every client that any method of file transferring we choose to use will ALWAYS be safe & secure for both the company & client! Rather the client(s) is sending files to company, or the company is sending files to the client(s), we will ALWAYS use safe & secure file transferring platforms for our services!

PAYMENT TERMS & CONDITIONS (INVOICING):

Rather you are hiring Frequency Canvas for Recording, Mixing, Mastering, Podcast Production, & or any of our other audio services that we provide we currently require all of our clients to PAY ALL FEES UP FRONT (***We may allow payments to be broken up into 2 invoices depending on the amount of the payment. This means we will require 50% down to get the job started & then the other 50% down when***

the job is completed in order for your music to be released to you!). This means that payments for services must be delivered to Frequency Canvas, LLC. BEFORE WORK IS STARTED! If you're booking a Recording Session currently we require 100% of the payment to be due to book the Recording Session. Currently we do not have a set full-day for Clients who are booking Recording Sessions. For Clients who are wanting to inquire about full-day rates for Record Sessions please contact the office of The Company.

We currently require all payments be made to Frequency Canvas via PayPal, Quickbooks, & or Square ***(We will send you an invoice or invoices to your e-mail)***. This is the most reliable and most safe way for both parties. Even if you do not have a PayPal, Quickbooks, & or Square account you can still make payments to Frequency Canvas without having an account. ***Our PayPal, Quickbooks, & Square e-mail for Frequency Canvas, LLC. is: Info@FrequencyCanvas.com!*** ***ALL PAYMENTS MUST BE SENT HERE!! (The Company may use Stripe to process payments when necessary). **NOTE**: ALL PAYMENTS ARE NON-REFUNDABLE! THEY WILL NOT BE RETURNED. Clients cannot reverse the decision to book services from Frequency Canvas, LLC. once any clients have paid the invoice(s) due to Frequency Canvas, LLC. If clients choose to not continue services that they have booked & paid***

invoice(s) for through Frequency Canvas, LLC., Frequency Canvas, LLC. will NOT return payments to the clients. ALL PAYMENTS ARE NON-REFUNDABLE! THEY WILL NOT BE RETURNED. There may be up a 10% service fee charge by The Company on all invoices sent to Clients. In the event that the Company allows the client to pay 50% of the payment down to the Company, the other 50% of the payment due to the Company will be determined by the Company how the payment will be structured. The Company retains full rights & discretion to this decision! The Company may allow the Client to payment terms such as: Net30, Net60, Net90, ect. Once again, The Company retains full rights & discretion to this decision! If the Client fails to pay the Company any payments & or debts that are owed to the Company, the Company shall increase the amount owed by 3 times (3x) the amount of the payment owed to the Company. If the Company has to pursue legal actions to have to gain payment from the Client then the Client is 100% responsible for all payments & debts that the Company incurs regarding any legal matter for the pursuit of the debt owed. This includes all Attorney fees, Court fees, ect. The governing State & jurisdiction for of these legal matters will be governed in the State of Indiana. And also by the State of Indiana law. The Company may require the Client to hold a credit card & or debit card on file to process invoices & payment transactions. In the event that the Company allows a

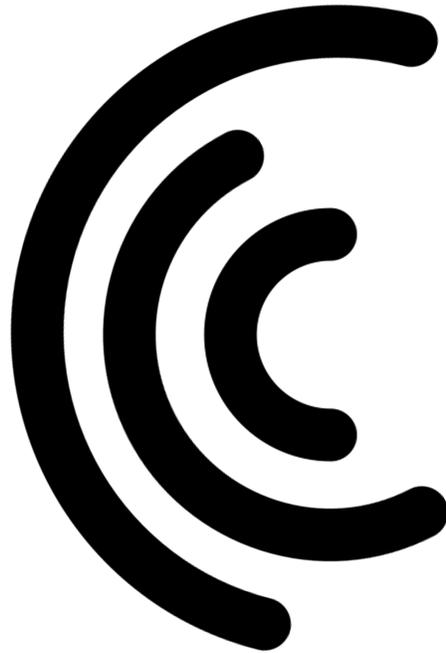
payment split to the Client, final Masters (& or any other final files) will NOT be sent by the Company to the Client until the Client has fully paid the Company!

CREDITS:

For projects that Frequency Canvas is either Recording, Mixing, & or Mastering, credits should be listed as: *“Recorded by: Audio Engineer for Frequency Canvas, LLC. at Frequency Canvas Studios”, “Mixed by: Audio Engineer for Frequency Canvas, LLC. at Frequency Canvas Studios”, “Mastered by: Audio Engineer for Frequency Canvas, LLC. at Frequency Canvas Studios”, “Recorded, Mixed, & Mastered by: Audio Engineer for Frequency Canvas, LLC. at Frequency Canvas Studios”, “Audio Restoration & Mastering done by: Audio Engineer for Frequency Canvas, LLC. at Frequency Canvas Studios”.*

TURNAROUND TIMES:

Our Standard turnaround time is 5 – 7 business days. Express turnaround time is 1 – 3 business days but has additional fees. For Mixing there is additional \$200.00 Per Song. For Mastering it's an additional \$50 .00 Per Song. If there are more than 3 songs that need to be Mixed than a deadline must be agreed on by staff of Frequency Canvas, LLC. & the client(s).



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RATES:

This section of our rider will clearly state our rates for our Mixing, and Mastering services. ***(Although we have flat rates Per Song (Except for Recording Sessions) please contact us to discuss our rates & your budget first before booking your project for our services!)*** This not only applies to Record Production & Music Production,

but also Podcast Production as well! “Label rates” also translate to “Corporate rates” for Podcast Production! At any given time the Company reserves the right to offer discounts to the Client at the discretion of The Company. The Company is NOT required to do this for the Client! Discounts are solely at the Company’s discretion!

RECORDING RATES:

Our current rates for recording sessions are between \$50.00 to \$100.00 Per Hour. *****NOTE***: All recording sessions must have at least a 2 hour minimum.** 100% of the deposit is required for ALL Recording Sessions that Clients are booking. Sessions past 12:00 AM may be subject to an additional \$50.00 Per Hour late night premium. Currently we do not have a set full-day for Clients who are booking Recording Sessions. For Clients who are wanting to inquire about full-day rates for Record Sessions please contact the office of The Company.

*****NOTE**:** ALL REQUESTS FOR REVISIONS MUST BE RECEIVED FROM CLIENTS TO FREQUENCY CANVAS, LLC. WITHIN 7

***BUSINESS DAYS OF CLIENTS RECEIVING FILES FROM
FREQUENCY CANVAS, LLC.***

MIXING RATES:

Our current independent rates for mixing vary from \$300.00 to \$500.00 Per Mix. It depends on the Mixing needs & level of client. Our current label rates for mixing vary from \$700.00 to \$1,000.00 Per Mix. Every song comes with TWO (2) FREE REVISIONS. ***After that revisions are \$50.00 Per Revision! 24 HOUR RUSH FEES ARE AN ADITTIONAL \$200.00 PER SONG.*** All mixes come with Alternate Mixes (Instrumental, Acapella, TV Track, & Stems From The Mixing Session | (Stems come with Mixes only upon request!) & a free Audio Consultation up to One (1) hour (This is a conference call or video conference call. ***Pitch Correction & Song Editing are NOT included with every Mix! These services are additional \$150.00 to \$300.00 Per Mix.*** Edited Versions & Radio Versions of Songs are an Additional \$100.00 Per Mix.

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MASTERING RATES:

Our current independent rate for Mastering is \$150.00 Per Master. Our current label rate for Mastering is \$250.00 Per Master. Every Master comes with 2 free revisions. After 2 free revisions, revisions are \$50.00 Per Revision. ***24 HOUR RUSH FEES ARE AN ADDITIONAL \$50.00 PER MASTER. Every Master comes with a free Mix Consultation (This is where a free Mix Analysis Report & or a Mix Diagnosis is given by a Frequency Canvas Audio Engineer).*** If Stem Mastering is needed then there is an additional cost of \$50.00 Per Song. If you need a DDP Image (Comes with a custom player) or Redbook Disc (Comes with Two (2) Discs | Plus shipping costs) then there is an additional cost of \$500.00. If Alternate Mixes are needed to be Mastered then please let staff know at the time of when you're booking services! (Alternate Mixes are the Instrumentals, Acapellas, & TV Tracks). Alternate Mixes are an additional \$50.00 Per Master. ***All Masters are delivered in a High Quality Wave & Standard Wave formats. And also High Quality MP3 format. If other formats are needed***

for delivery please let staff know before your projected is booked for a Mastering job!

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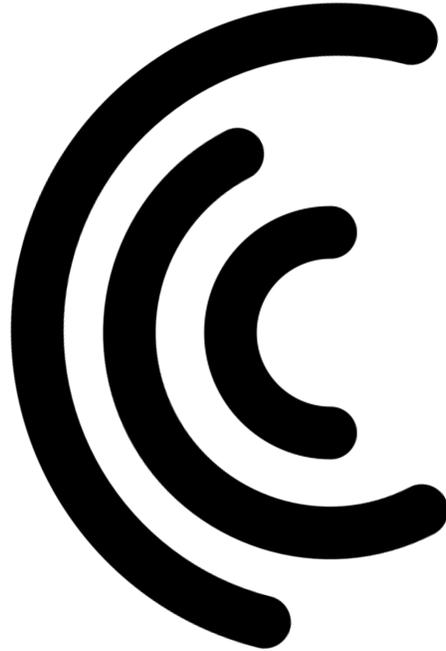
AUDIO RESTORATION RATES:

Our current rate for Audio Restoration for Music Tracks is \$150.00 Per Track. For any other needs for Audio Restoration that are NON-MUSICAL the rate is \$100.00 Per Hour. (This service comes with a free Audio Consultation up to One (1) hour. Consultation is done on a conference call or video conference call.)

*****NOTE**: ALL REQUESTS FOR REVISIONS MUST BE RECEIVED FROM CLIENTS TO FREQUENCY CANVAS, LLC. WITHIN 7 BUSINESS DAYS OF CLIENTS RECEIVING FILES FROM FREQUENCY CANVAS, LLC.***

AUDIO CONSULTATION RATES:

Our rate for a Mixing or Mastering Consultation is \$100.00 Per Song for the Consultation (Every Consultation comes with a Report that both analyzes & diagnoses your Mix or Master. Also a conference call or video conference call up to One (1) hour). If a custom video is needed then the rate is \$200.00 Per Song for the Consultation. For any other Audio Consultation service our rate is \$100.00 Per Hour (This would be a conference call or video conference call). If a custom video session is needed then the rate is \$200.00 Per Hour for the Consultation (Meaning that a DAW would be opened up & you would be receiving a custom video specifically tailored for you with a studio session of your audio teaching you one on one).



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PREPARATION PROCESSES FOR YOUR PROJECT:

This section of our rider will clearly tell you how to prepare you project for Recording, Mixing, & or Mastering services.

PREPARATION FOR RECORDING:

If you're a Recording Artist that is recording vocals to an instrumental track, we ask that you have the wave file & or mp3 file of the 2-Track mix down of the instrumental emailed to us before your arrival for the Recording Session. If you're a Recording Artist that will be recording vocals with a live composition then we ask that you have the composition completed prior to your Recording Session. All files for instrumental 2-Track mix downs can be sent to:

Office@FrequencyCanvas.com

PREPARATION FOR MIXING:

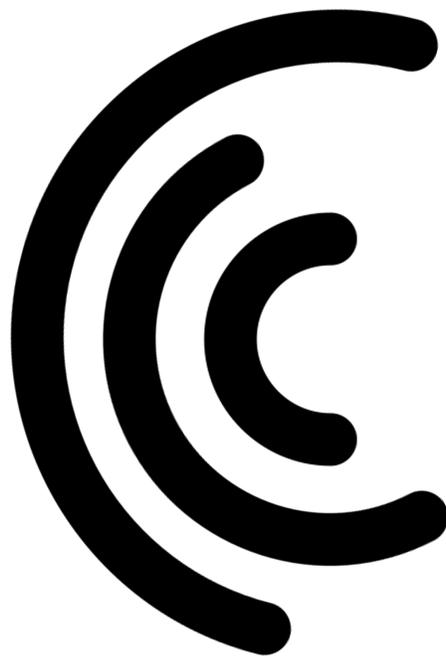
We want all of our clients to know how vital preparing your recording(s) for the mix session is!

1. Please be sure to label ALL YOUR FILES CORRECTLY! This means that if you have a kick drum label it "KICK", If you have a snare drum label it "SNARE", if you have your vocal for the first verse in your recording(s) label it "VERSE 1", ect.
2. Please be sure to send ALL FILES AS WAVE OR AIFF FILES! This will ensure us that we are working with the highest resolution to make your recording(s) sound the best that it can be!

3. Whatever resolution your recording(s) were originally recorded in leave it as is. Meaning if it was recorded at: “24-bit at 48000 kHz” then leave it.
4. Make sure that EVERY FILE is in place of ENTIRE length of the song! What this means is that we should be able to insert your files into a session and it’s automatically in place. It’s YOUR job to make sure this is correct. We want to spend as much time possible on making sure your recording(s) sound amazing and being creative with it!
5. DO NOT send tracks that are distorted. A great mix starts with a great recording! Please take the time to do some gain staging enough to make sure every file is not clipping or distorted.
6. Make sure that true Mono tracks are sent Mono, and Stereo files are sent as Stereo. Once again we don’t want to take away any more time from the mixing process!
7. DO NOT TRY TO MIX YOUR RECORDING(S)! This is what you hired us for. Please send your files just as they were recorded. We do ask that you keep time based effects such as: echos and delays. Or for Hip-Hop artists: drop outs and stutters, in your music. We want to enhance your vision, not take away from it.
8. IT IS MANDATORY THAT YOU SEND A REFERENCE MIX OF YOUR SONG! We want to be able to hear your song before we start mixing it. There could be important things that we

need to know about your song and the reference mix will help us to hear and learn these things!

9. PLEASE LET US KNOW THE BPM(TEMPO) OF YOUR SONG(S)! This is MANDATORY! Do this for EVERY song that you send us for Mixing!



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HOW TO SEND REVISIONS:

To best serve both parties we ask that revisions be sent in a bullet point format! The reason we ask this is because it puts you in a position to really listen to the mix & make an exact, detailed list of things you want & for us to do those things with no confusion!

PREPARATION FOR STANDARD MASTERING:

This section applies to those clients who are hiring us for a Mastering service that IS NOT mixed by us! This will tell you how to prepare your mixes for Mastering by us!

1. We cannot stress enough to our clients on realizing how important it is to make sure that your mixes are as great as they possibly can be. MASTERING WILL NOT FIX A BAD MIX! Mastering will just polish up and enhance what's already there.
2. Please send your Mixes in WAVE OR AIFF formats! NO MP3 Files please! This limits the resolution of your Mixes.
3. We ask that you don't try to Master your own record! By hiring us for Mastering you're trusting us with your work. We WILL ONLY do what we feel is best for your project! Please do use any compressors or equalizers on you

master bus fader. Let us make that judgement call when we hear your mixes.

4. Have ALL of your mixes registering on your master bus fader at -5db. What this will do is leave us some headroom to be able to make sure your mixes sound as great as they can!
5. Please be sure to leave your mixes in their true sample rate(s)! If the song is at a sample of “96 kHz” then leave it there!
6. ALL MIXES SHOULD BE SENT IN 24 BIT RESOLUTION!
Meaning make sure to send your mixes in a Bit Rate of 24!
7. DO NOT DO ANY KIND OF DITHERING! This will be done by us! 😊
8. Make sure that you properly gain stage during your mixes. Please do not send songs that are clipping or distorting. Correct them before sending them!
9. Please include all meta-data separately with your project! With your track listing, album art work (front only), ISRC codes(If you have them), album name, UPC, ect. This will allow us the Mastering process to go smoothly!
10. If you need a DDP Images or Redbook Discs please contact us(Office@FrequencyCanvas.com) for more information on this!

11. Please indicate the type of format(s) you will need for the release of your project. This will let us know what way we need to send you the files for distribution and release.

PREPARATION FOR STEM MASTERING:

If Stem Mastering is the type of mastering you desire for us to do then please follow all the steps of Stereo Mastering for each individual stem you send. Also make sure that every stem begins at the same place! We only suggest Stem Mastering as a service to clients who are unsure about the mixes they're submitting!

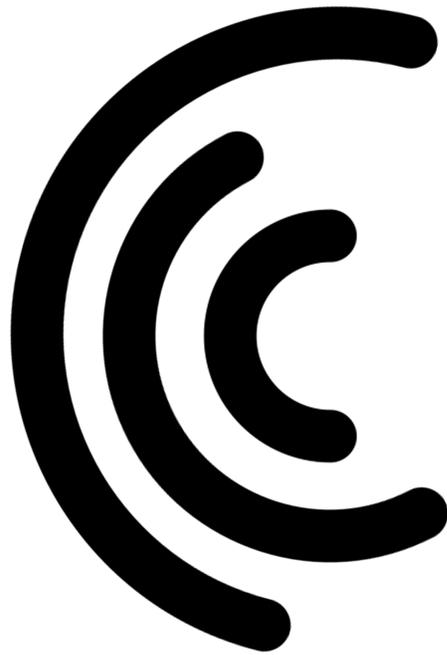
PREPARATION FOR AUDIO RESTORATION:

We ask that clients in need of our Audio Restoration services will follow our guidelines that we have established for our STANDARD Mastering Services. Which is listed above this section as the first section for Mastering Services.

WHERE TO SEND YOUR PROJECT FOR MIXING & OR MASTERING:

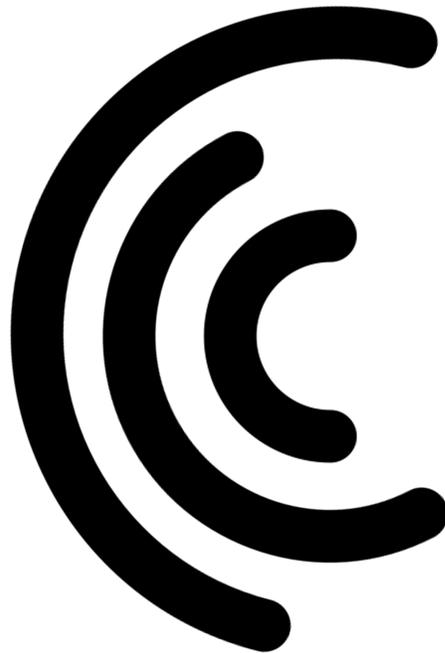
We ask that all of our clients send their songs / project (files) through our upload widget here:

<http://www.FrequencyCanvas.com/upload-project> | This makes it easier for us and it ensures that we receive your files!



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Once again the staff of Frequency Canvas, LLC. would like to say thank you in advance for choosing us and trusting with your work! We value your service to us and hope to keep you around for life! Now let's create some incredible music together!!!



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(E): Office@FrequencyCanvas.com

(P): 765-506-3380