

Mr. Toad's

Mastering Detail Form

Client Name: _____

Artist Name: _____

Project Name: _____

Work Phone: _____ Email: _____

Home/Cell Phone: _____ Date: _____

Good Hours to Reach You: _____

1. Recording. Was this recording captured on an analog or digital recorder?

- Analog
Recorder Make/Model: _____
Format: 2" 1" 1/2" 1/4" Cassette
Number of Tracks: 24 16 8 4 2
Noise Reduction: Yes (Type: _____) No Don't Know
- Digital
Was this recorded on:
 Digital Tape such as DAT ADAT other: _____
 Pro Tools (Version: _____)
 DAW (Logic, Nuendo, etc. Specify: _____)

2. Mixing. Was this recording mixed in the analog or digital domain?

- Analog Mixing Console
Mixer Make/Model if Known: _____
- Digital Mixing Console
Mixer Make/Model if Known: _____
- DAW (All in the computer)
 Same Software as Recording
 Other: _____

3. Master Tapes / Files. In which format are you submitting your audio to us?

- Analog
Format: 1/4" Reel 1/2" Reel
Speed: 7.5 ips 15 ips 30 ips
Noise Reduction: Yes (Type: _____) No
- Digital
Digital Tape: DAT Other: _____
File: WAV AIFF SD2
Sample Rate: 44.1k 48k 88.2k 96k
Bit Depth: 16 Bit 24 Bit

4. Checklist: If you answer yes to any of the following questions, please provide detailed notes on a separate sheet of paper.

Are you providing the original master tapes or files (i/e: is this the most original source material possible)?

- Yes No Don't Know

If mixed entirely in a DAW, were the mixes bounced out at the highest bit depth possible (usually 24 bit)?

- Yes No Don't Know

If not, can these mixes be re-exported if necessary?

- Yes No Don't Know

Has anyone done any additional processing (such as mastering, fades, edits, EQ, compression, or sample rate conversion) to the mixes after they were created?

- Yes No Don't Know

If so, is any of that processed material included with the job?

- Yes No Don't Know

Have you provided detailed info regarding sequence and/or edits?

- Yes No Don't Know

Have you provided detailed comments regarding tonal or other subjective adjustments you'd like us to consider when mastering

- Yes No Don't Know

Is there an engineer or studio we can contact if we need further information about the mixes?

Yes No Don't Know

Name: _____

Phone: _____

Email: _____

Have you reviewed our current rates and included a deposit for half of the estimated total?

We accept VISA / MC / Discover / Check or Money Order made out to Mr. Toad's

Yes No

5. Final Master Options. If the answer to any of the following is yes, please fill out the CD-Text detail sheet.

Do you want CD-Text information embedded into the CD?

Yes No

Do you have ISRCs that need to be embedded into the CD?

Yes No

Do you need a UPC embedded into the CD?

Yes No

IMPORTANT! Please keep a safety or backup copy of all materials you're providing to us. We are not responsible for damage or loss to any materials provided to us.

Signature: _____ Date: _____