



## SCHEDULE E: SUPPLIER'S DECLARATION AND UNDERTAKING

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The undersigned supplier of services to \_\_\_\_\_ (the "Applicant") hereby confirms that it has:  
**(Borrower/Applicant)**

- supplied the following services in connection with the production of a sound recording or video featuring:

\_\_\_\_\_  
**(Artist Name)**

- invoiced the Applicant an amount of \$ \_\_\_\_\_ therefor, of which an amount of \$ \_\_\_\_\_ was "donated services" and
- received from the Applicant an amount of \$ \_\_\_\_\_ therefor.

The undersigned hereby undertakes to preserve and make available for audit and examination by FACTOR or an agent of FACTOR proper books, accounts and records of the financial assistance provided by FACTOR for the purpose of conducting independent audits and evaluations at the expense of FACTOR, as FACTOR may require, and further undertakes to preserve such documentation for a period of five (5) years following the date of the awarding of FACTOR's contribution to the Applicant.

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Type of Service(s) provided

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Name of Supplier

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Approved File #

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Date

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Signature of Supplier

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Date

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Signature of Witness

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Name of Witness

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Date

**Please note that in all cases, this form must be signed, witnessed and returned in order to process your file.**