



## Criteria for Submission

The RAMI Local Music Collection at Rockford Public Library is a special music collection in which local musicians and bands can share their CDs with the library cardholders at RPL. We are happy to include your CD in this special collection. CDs will “float” within the RPL library system and will be available for check out and hold at all six of our locations. Please review the following criteria for submission.

- The attached Submission Form (pages 2-4) must be completed in full and included with your CD(s).
- Rockford Public Library will accept at least one, but no more than three of the same CD for inclusion in our RAMI Local Music Collection.
- CD front and back cover artwork must be submitted, one copy for each CD with the following dimensions: 5” x 5”.
  - The front cover artwork should include your band’s name and album title
  - The back cover artwork should include a track listing
  - It does not have to be professionally created
- Once submitted, CDs become the property of Rockford Public Library.
- You do not have to have been nominated for or have ever won a RAMI in order to be included in this special collection.
- CD submissions are subject to Rockford Public Library’s Development Policy, the portions of which are applicable are listed below:

### II. Policy for Gift Acceptance

The Rockford Public Library may elect to accept or decline any gift. The final decision to decline a gift rests with the RPL Board of Trustees. Those gifts that may expose the Library to liability, are incompatible with the Library’s mission, or are believed to come from illegal activities will be declined.

### III. Description of Gifts

#### Books or Other Media

Donations of books or other information media such as DVDs or CDs are welcomed; however, no assurances will be made to the donor as to their placement in the collection. RPL staff will determine whether a donation will be placed in the Library’s collection or disposed of in another manner. The Library may or may not put materials into the collection based on their physical condition and usefulness to Library patrons. Items not added to the library’s collection may be donated to the Friends of the Rockford Public Library’s ongoing book sale. All donations become the sole property of the library. The Library is not obligated to keep donated materials for any length of time. If a donor does not wish to agree to these terms then their donation may be refused by Library staff.

- Drop off or mail your completed submission form and CDs to:  
Rockford Public Library  
Attn: Amy Byrne  
215 N Wyman St  
Rockford, IL 61103



## CD Submission Form

Please fill out the information below in as much detail as possible.

Band/Artist Name:

---

CD Title:

---

Track Listing	
Attach an additional sheet if more spaces are required	
1.	8.
2.	9.
3.	10.
4.	11.
5.	12.
6.	13.
7.	14.

If any of the above songs are copyrighted by another musician or entity, do you have the proper permission to reproduce it? If yes, please provide the details. If no, you must either get the proper permissions or submit a CD without those tracks. \_\_\_\_\_

---



---

### Genre

Pick the one genre that best describes your style of music

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> Rock                 | <input type="checkbox"/> Pop           | <input type="checkbox"/> Rap/Hip Hop |
| <input type="checkbox"/> Country              | <input type="checkbox"/> Blues         | <input type="checkbox"/> Jazz        |
| <input type="checkbox"/> Soul/R&B             | <input type="checkbox"/> World         | <input type="checkbox"/> Folk        |
| <input type="checkbox"/> Inspirational/Gospel | <input type="checkbox"/> Classical     | <input type="checkbox"/> Holiday     |
| <input type="checkbox"/> Musical Theater      | <input type="checkbox"/> Sound Effects | <input type="checkbox"/> Children's  |

City & State or City/Country  
where recorded:

Label or if it's self-released,  
please indicate:

Release Date (Full date or year):

Purchase Price of CD                    \$

Artist/Band Members on CD

Attach an additional sheet if more spaces are required

Full Name	Instrument

Has this artist/band ever won a RAMI? If yes, please list.

Year(s)	Category/Categories

Has this artist/band ever been nominated for a RAMI? If yes, please list.

Year(s)	Category/Categories

Is there anything else you'd like to tell us about this CD or your band? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Contact Information**

Please provide up to two band members we can contact if we have questions about your submission.

Contact Name:	Contact Name:
Phone Number:	Phone Number:
Alternate Phone Number:	Alternate Phone Number:
Email Address:	Email Address:
Band's Website: <a href="http://www.">http://www.</a>	

If you have questions about your submission form, please contact Amy Byrne  
Rockford Public Library  
815-966-2750  
abyrne@rockfordpubliclibrary.org