

School Name
Street Address
City, State Zip
ATTN: Advisor Name

Date
RE: Copyright permission

Margarita Diaz, Director of Film Clip Licensing
Sony Pictures Entertainment
Sony Pictures Plaza, Suite 1016
10202 West Washington Blvd.
Culver City, California 90232

Dear Ms. Diaz,

I am writing to ask your permission to use a music clip in a 10th grade student video production.

Title of Song: Record Company: Time code: Duration:
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I understand that you are the distribution company for the sound track, "Name," and I would like to include approximately 30 seconds in my video production, "Name of film." The clip is of the scene where Chiyo and her sister were taken in the night to be sold into slavery. I also intend to enter the video in a student film festival, Directing Change, sponsored by CalMHSA.. If my production wins an award, it may be shown on TV, at a theater and/or online.

Since I am on a limited budget I am hoping that you will allow me to use this audio clip without charge. If this is not possible, please let us know what fee would be required for this use.

Your signature below, under "confirmed by," will indicate that you will agree to permit this use without payment of a fee. Please let us know if you have any questions concerning this license. Also would you please let us know as soon as possible if this music clip cannot be licensed so I can make arrangements for an alternative clip. You can reach me in care of **(Name of advisor, address, school name, phone and email)**.

Respectfully,

**Student Name, student
Advisor Name, teacher
School name**

[Name of Teacher Advisor] Confirmed by: LICENSOR _____ Name of music copyright holder
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